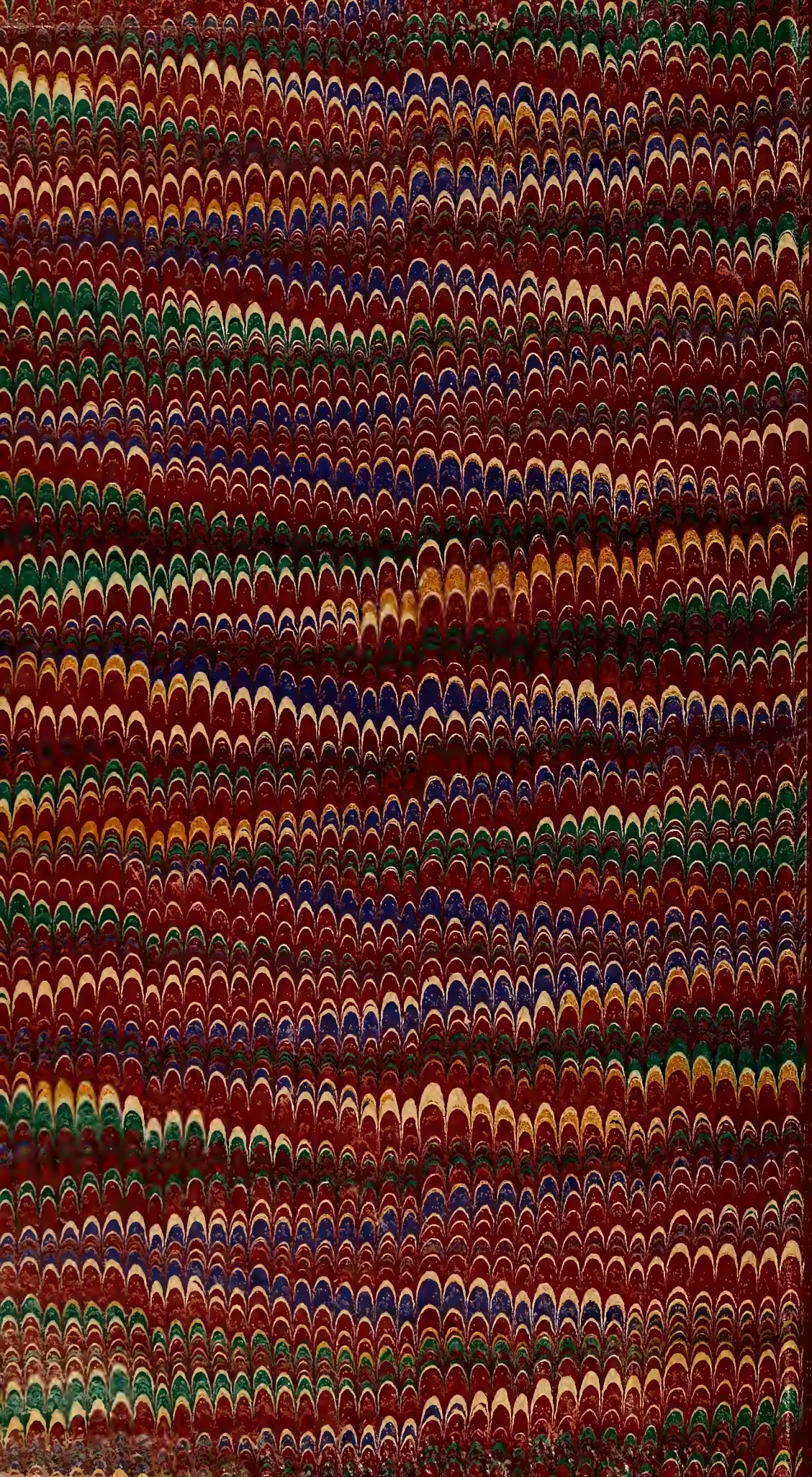

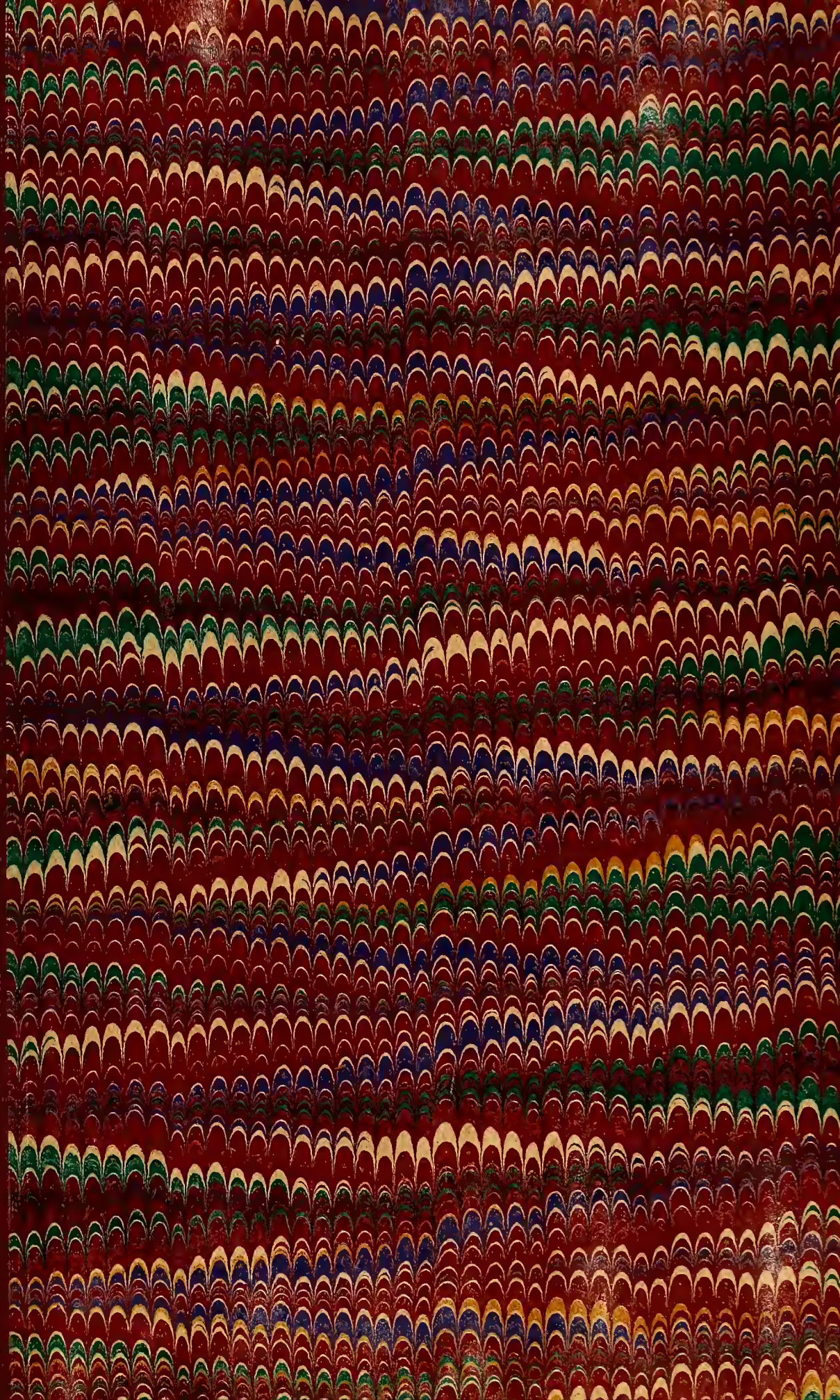

Remove rod in front of book, take out the sheets to be typewritten and return rod to former position; place written sheets in back of book in consecutive order, and when all are written and thus filed the rods may be broken and the book locked.

McMillan Book Co.,
SYRACUSE, N. Y.

SPECIAL MEETING.

President's Office, M.A.C., July 23, 1914.

The following notice was mailed to each Trustee:-

Boston, July 10,1914.

Dear Sir:

In accordance with the vote passed at the meeting of June 16, 1914, there will be a special meeting of the Trustees at 8.30 o'clock A.M., on July 23, 1914, at the office of the President,Amherst, Massachusetts.

Very truly yours,

(Signed) Wilfrid Wheeler,
Secretary.

In accordance with the above notice the Trustees of the Massachusetts Agricultural College met at the President's Office, Amherst, Mass., Thursday, July 23, 1914, at 8.30 o'clock, A.M.

PRESENT: Messrs., Gleason, Bowker, Dr. Dewey, Messrs., Ellis, Frost, Hosmer, Howe, Garrett, Pollard, Preston, William Wheeler, Wilfrid Wheeler, Ward and President Butterfield.

The Secretary read the call for the meeting.

It was

VOTED: To omit the reading of the records of the meeting of June 16, 1914 and to approve them.

It was

VOTED: That a special meeting of the Trustees be held at Amherst, October 2, 1914.

It was

VOTED: That in view of the vote of the Trustees on January 9, 1914, making the Extension Service employees, of the grade of Instructor, members of the faculty without voting power, a similar recognition be given to Experiment Station employees of like grades, and further

That neither the former vote relating to Extension Service employees nor the present relating to Experiment Station employees shall be understood to prevent further consideration, if such seems necessary of the faculty and

other relationships of the members of the staff of the institution.

The Trustees received the following recommendation from the Trustees Committee on Horticulture.

That the first item in the legislative budget for next winter shall be a request for $30,000 for the purchase of Mt. Toby for the use of the forestry department.

It was

VOTED: To leave this recommendation to a future meeting for consideration and action.

It was

VOTED: To accept the following reports from the President:

The resignation of Mr. Edward A. Larrabee, Assistant Botanist in the Experiment Station, having taken effect February 28, 1914;

The appointment of Mary E. Horton as Clerk in the President's Office, at a salary of $720 per year, having taken effect May 25, 1914.

The resignation of Mr. Harold A. Crane as cashier in the Treasurer's Office as having taken effect May 10, 1914, and the promotion of Miss Mary E. Caldwell to the position of cashier at a salary of $1,000 per year.

On recommendation of the Committee on Extension Service, it was

VOTED: That two additional stenographers be employed in the Extension Service.

The following report was accepted from the Committee on Buildings and Grounds.

That in the opinion of this Committee it is inexpedient under the existing conditions to purchase the Whitmarsh property for use as an infirmary.

It is

VOTED: To be the sentiment of the Trustees that it will be legitimate to present Mr. R. G. Gates with a bill for expenses while in the college hospital during the scarlet fever epidemic in 1913, the rate to be $10 per week. Further

That Mr. Gates would be expected to pay this bill before the Trustees would give further consideration to the question of granting him the degree of Master of Science.

It was

VOTED: That beginning July 1, 1914, $500 be paid from funds of the Extension Service for clerical help in the Treasurer's Office.

On recommendation of the Committee on Buildings and Grounds, it was

VOTED: That the tentative location for the proposed building of Physics and Microbiology be east of the Stockbridge Road and north of the old Botanical museum.

VOTED: That beginning September 1, 1915, no student shall room in a house which is not approved by the Dean of the College.

VOTED: That the first money for the purchase of land, which becomes available from current funds, be used in acquiring the equities in the properties now held for the College by Messrs. Dickinson and Leonard, and by Mr. George Cutler.

VOTED: That the Treasurer be authorized to purchase the equity in the Chapin land on Lincoln Avenue and that negotiations be made for carrying on a note the balance of the cost of this land; and to purchase out of the Burnham Emergency Fund the Barry land on Lincoln Avenue.

On recommendation of the Committee on Course of Stury and Faculty, It was

VOTED: That the resignation of Mr. Willard A. Hattles as instructor of English be accepted.

VOTED: That Mr. Frank P. Rand be employed as instructor in English at a salary of $1050.

VOTED: That the title of George H. Mills be "Dean Emeritus".

VOTED: That Prof.E.M.Lewis be paid $1,000 extra for his services as Acting President during the year 1913-14.

VOTED: That Prof. E. M. Lewis be made Dean of the College.

VOTED: That the professional title of Prof. E.N. Lewis be Professor of Languages and Literature.

VOTED: That beginning July 1, 1914, $300 of the salary of Professor William P.B. Lockwood be charged to the Extension Service account.

VOTED: That a new course in Agronomy called "Field Crops Breeding" be adopted.

VOTED: That the office of secretary of the college be created and that in this office there be organized as rapidly as possible the clerical and secretarial work of the institution, much in the same fashion as the Treasurer organizes and administers the property and financial interests of the institution; and further.

That Mr. Ralph J. Watts be elected Secretary of the college at a salary of $2,000 per year, with membership on the faculty; serve as private secretary to the President; and to have such other duties as from time to time may be prescribed by the President, or voted by the Trustees.

On recommendation of the Committee on Horticulture, it was

VOTED: That there be employed a man in Market Gardening of a high enough grade of efficiency to command a salary of approximately $3,500, but not exceeding that figure.

VOTED: That on account of additional work done by Miss Goessmann in the Department of Languages and Literature during the college year 1913-14, extra compensation in the amount of $150 be paid her.

That Miss Goesman be engaged for one year as an instructor, at a salary of $1,000 to carry on work in the Department of Languages and Literature under the direction of Prof. Lewis.

The following recommendation was accepted from the Committee on Course of Study and Faculty:

ORGANIZATION OF GRADUATE SCHOOL.

GENERAL

The organization is based upon.

I. The recognition of the department as a unit.

II. The qualified individual instructor or instructors within the department as the directive agents.

III. The apprenticeship system of instruction; that is, the clustering of one, two or three graduate students about every qualified instructor in the department and in the college for intimate study and experience.

ORGANIZATION.

IV. A committee, consisting of the instructor having the major subject of the graduate student as chairman, and such a number, as may be determined by the Director, of the instructors having the minor or minors or supporting courses of the graduate student as associates, be appointed to advise the student, supervise and control his work, subject to the approval of the Graduate Staff.

V. The assignment of a graduate student to an instructor shall be left with the Director and Head of the Department in which he elects his major courses.

VI. Should a graduate student be admitted as a candidate for no degree and fail to designate a major course, the Director shall appoint a committee to act in the same capacity and to have the same power, as if a major and minor had been chosen.

VII. "The Staff of the Graduate School", or the "Graduate Staff" shall consist of the President of the Graduate School, and the instructors who are chairmen of graduate student's committees or who are in immediate charge of supervising graduate students' work, not candidates for a degree. Subject to approval of the President and Director of the Graduate School.

VIII. The Staff of the Graduate School shall be directly responsible to the President and the Board of Trustees except in thos matters which the President may deem desirable to treat conjointly with other staffs and faculties, as general policies, before submitting them to the Board of Trustees.

Some Essential Details and Policies.

IX. The number of graduate assistants should be increased to that point where the educational work of the college or the investigations of the station will be uninjured.

X. It is urged that the departmental courses of study for graduate work be left with the staff subject to the approval of the Board of Trustees, as formerly.

XI. Major and monor courses leading to the degrees of M. Agr. and D. Agr., or such specific degrees as may hereinafter be determined, shall be formulated in the practical departments of the college. In these courses basic systematic work in the sciences and practices, along with actual technical experience, shall be the highest ideal. The formulation of such courses emanate requirements and standards, and shall be submitted to the Graduate Staff for action, which in turn will transmit them to the Board of Trustees for Approval.

XII. Since exchange with other institutions is highly beneficial to graduate students, it shall be the duty of the Director and Staff to foster it in those cases where it is pertinent and valuable as far as it is compatible with the interests of our own institution. In case a graduate student cannot secure at this institution what is essential to his work and training, it shall be be the duty of the Director and the Staff for such elsewhere.

XIII. Every graduate must satisfy the Graduate Staff with a certain amount of practical agricultural knowledge and training, the amount, kind and quality to be determined by the Staff.

List of Courses Offered for Graduate Work.

(All Agricultural)

Previously Approved:

Botany,
Chemistry,
Entomology,
Horticulture,
) Major for the degree of Doctor of Philosophy.

Agriculture,
Botany,
Chemistry,
Entomology,
Horticulture,
Mathematics & Physics,
Veterinary Science,
Zoology (minor only)
) Major for the degree of Master of Science.

Agriculture,)
Botany,)
Chemistry,)Offered as Minors for the degree of
Entomology,) Doctor of Philosophy and Master of
Horticulture,) Science.
Zoology,)

New Courses:

Microbiology, Major for degree of Doctor of Philosophy.

Agricultural Education,)
Agricultural Economics,)
Landscape Gardening,)Majors for degree of Master
Microbiology,) of Science.
Poultry Science,)
Rural Sociology,)

Agricultural Education,)
Agricultural Economics,)
Landscape Gardening,)Minors for degrees of Mas-
Microbiology,) ter of Science.
Pathology,)
Poultry Science,)
Rural Sociology,)

Poultry Science,) Major for degree of Master of Agriculture.

In adopting the above, the Trustees wish to place on record their conviction that the organization as created shall not entail any additional substantial expenses, and that the Director and Graduate Staff shall be governed thereby.

It was

VOTED: To establish the following salaries in accordance with Committee recommendations. All salary increases to take effect September 1, except t that those in the Experiment Station will take effect July 1, 1914.-

ADMINSTRATION ACCOUNT.

	Increase	Total	
Edward M.Lewis,	$350.	$2750.	(1250. from -Yale)
Fred C. Kenney,	400.	3600.	
Philip B. Hasbrouck,	100.	2800.	$2100.to be
Ralph J. Watts,	200.	2000.	charged to
Miss Cristiansen,	100.	1000.	Instruction account.

ADMINSTRATION ACCOUNT (CONTINUED)

Clerks:

Miss Sanders,	Bookkeeper	120.	720.
Miss Turner,	Clerk	60.	720.

INSTRUCTION ACCOUNT

E. Anderson	150.	2300.
R. H. Bogue	120.	1080.
A. E. Cance	100.	2250.
W. W. Chenoweth	150.	1750.
S. Coons	150.	1650.
C. R. Duncan	50.	1650.
J. A. Foord	100.	3200.
G. E. Gage	200.	2300.
C. E. Gordon	100.	2250.
H. M. Gore	160.	1000.
J. C. Graham	150.	2650.
C. R. Green	100.-	1900.
W. L. Harmount	50.	1450.
A. K. Harrison	100.	1700.
S. B. Haskell.	150.	2350.
B. A. Hazeltine	120.	960.
C. S. Hicks	150.	2250.
Miss Jefferson	480.	840.
A. N. Julian	100.	1500.
W.P.B.Lockwood	150.	2650.
W.L.Machmer	100.	1600.
A. A. MacKimmie	150.	2150.
C. E. Marshall	200.	3800.
E. M. McDonald	100.	1700.
F. A. McLaughlin	120.	1200.
A. V. Osmun	100.	2000.
C. A. Peters	100.	2400.
W. E. Prince	100.	1450.
E. L. Quaife	100.	1600.
H. E. Robbins-	100.	1700.
H. E. Smith	100.	1600.
F. H. Van Suchtelen	200.	1800.

INSTRUCTION ACCOUNT.

		Increase	Total
Clerks:			
Miss Chandler	Library Cataloguer	$60.	$900.
Miss Chapman	Library Assistant	60.	600.
Miss Babcock	Library Assistant	100.	700.
Miss Gilbert	Clerk	60.-	720.
Miss Curry	Clerk	60.	660.
Miss Smith	Clerk	60	660,
Miss Houghton	Clerk	60.	660.
Miss Fisher	Stenographer	60.	660.
Miss Guertin	Stenographer	60.	660.
Miss Mellor	Clerk	30.	330.
Miss M. C. Milton	Stenographer	60.	600.
Miss Mooney	Stenographer	60.	540.

EXPERIMENT STATION ACCOUNT

J.P.Buckley		120.-	1080.
J. B. Norton		60.	480.
R. W. Ruprecht		120.	1080.
C. L. Beals		120.	1080.
A. S. Frost		120.	960.
J. T. Howard		60.	1020.
C. F. Jones		170.	1130.
G. H. Chapman		50.	1800.
O. L. Clark		300.	1500.

Clerks:

Mrs. Church	First Clerk	60.	900.
Miss Crocker	Clerk	60.	780.
Miss Howard	First Clerk	60.	780.
Miss O'Donnell	Clerk	60	780.
Miss Gallond	Stenographer	60.	660.
Miss Keller	Clerk	30.	330.
Miss F. L. Milton	Clerk	60.	660.

EXTENSION SERVICE ACCOUNT

H. J. Baker		200.	1800.
P. H. Elwood, Jr.		150.	1650.
E. H. Forbush		200.	1800.
A. F. McDougall		400.	1400.
O. A. Morton		100.	2400.
Ralph W. Rees		200.	2000.
George F. Story		200.	2000.

Clerks:

Miss Griffin	Clerk	60.	720.
Miss Donaldson	Stenographer	60.	600.
Miss Grover	Clerk	60.	660.
Miss Paige	Stenographer	60.	600.

It was

VOTED: To refer to Mr. Gleason and the President, with power, the consideration of the classification and salary of Miss Mudge.

It was

VOTED: That the position of Cashier in the Treasurer's Office carry a maximum salary of $1,000.

It was

VOTED: To establish the following new positions for the college year 1914-1915, with salaries as indicated:

Instructor in Entomology		$1200.
Assistant in Physics		840.
Graduate Assistant in Agricultural Economics	Half-time,	420.
Graduate Assistant in Agricultural Education	Half-time,	420.
Graduate Assistant in Rural Sociology	Half-time,	420.
Graduate Assistant in Animal Husbandry	Half-time,	420.

It was

VOTED: That the following arrangement for graduate assistants in existing positions be made in 1914-15, and that further details be left to President Butterfield with power:

Present Positions,	Personnel for 1915,	Proportion of time	Salary 1915
Agronomy	Russell F. Lund,	One-half	$480.
Floriculture	----------	One-half	420.
Landscape Gardening	----------	One-half	420.
Chemistry	Paul Sorex, Jr.	One-half	480.
	Harold A. Robinson,	One-half	480.
	S.F.Miller	One-half	420.
	F. C. Curley	One-half	420.
Microbiology	Aroa Itano	One-half	480.
	Ernest I. Davies,	One-half	480.
Agricultural Economics,	Carl J. Strand	One-half	480.
Rural Sociology	----------	One-half	420.
Horticulture (Exp.Sta.)	John B. Norton	One-half	480.

It was

VOTED: That the following changes in the titles be made:--

Name	Department	Present Title	New Title
E. L. Quaife	Animal Husb.	Instructor	Asst. Professor
A. H. Nehrling	Floriculture	Asst. Prof.	Asso. Professor
F. H. Van Suchtelen	Microbiology	Asst. Prof.	Asso. Professor
E. Anderson	Chemistry	Asst. Prof.	Asso. Professor
[illegible] H. Bogue	Chemistry	Assistant	Instructor
B. N. Gates	Beekeeping	Asst. Prof.	Asso. Professor
C. R. Duncan	Mathematics	Instructor	Asst. Professor
W. L. Machmer	Mathematics	Instructor	Asst. Professor
A. V. Osmun	Botany	Asst. Professor	Asso. Professor
F. A. McLaughlin	Botany	Assistant	Instructor
Miss Alice M. Howard	Exp. Sta.	Clerk	First Clerk
Miss Ada M. Chandler	Library		Cataloguer
Miss Clarissa G. Babcock	Library		Assistant
Miss Lena Chapman	Library		Assistant
Miss Cora Grover	Ext. Service	Stenographer	Clerk

It was

VOTED: To refer to the President and the committee on Experiment Department, with power, the proposal of the United States Department of Agriculture to cooperate with the college in investigational work on the cost of production of milk.

On recommendation of the Committee on Finance,

it was

VOTED: To approve the re-employment of Miss Lillian M. Gelinas as Clerk in the President's Office at a salary of $720.

It was

VOTED: To increase C. A. Jewett's salary from $1,300 to $1400.

It was

VOTED: That the following titles be established for Extension Service employees:-

William D.Hurd	Director of the Extension Service and Supervisor of Short Courses.
Earnest D. Waid	Assistant Director of the Extension Service
Alexander E.Cance	Supervisor of Agricultural Surveys.
Orion A.Morton	Extension Professor in Agricultural Education.
Ethel H. Nash	Extension Instructor in Agricultural Education.
Laura H. Comstock	Extension Professor of Home Economics.
George F. Story	Extension Instructor in Animal Husbandry.
Ralph W. Rees	Extension Instructor in Pomology.
E.L.Morgan	Extension Professor of Community Planning.
Herbert J. Baker	Extension Instructor in Farm Management.
Erwin H.Forbush	Supervisor of Correspondence Courses.
P.H.Elwood, Jr.	Extension Instructor in Civic Improvement.
Allister F.McDougall,	Extension Instructor in charge of Demonstration Auto Truck.
R. H. Ferguson	Extension Professor of Agricultural Economics.

It was

VOTED: That beginning September 1, 1915 all students entering the college for the first time as undergraduates or special students be charged a matriculation fee of $5 which in event of a student leaving the institution shall, if all bills due the college are paid be remitted or which shall upon graduation be considered as payment for the diploma.

The following report from the Finance Committee was accepted

The Class of 1914 has delivered in the hands of the Treasurer an endowment policy of $5,000 payable to the Treasurer of the College the policy being taken out on the life of the youngest member of the class.

It was

VOTED: That the treasurer be authorized to accept this gift and to prepare an appropriate reply to the class.

Adjourned,

Respectfully submitted

Wilfred Wheeler

Secretary.

SPECIAL MEETING II.

President's Office M.A.C., October 2, 1914, at 1.30 P.M.

The following notice was mailed to each Trustee:-

President's Office, Sept. 29, '14

Dear Sir:-

A special meeting of the Trustees has been called for Friday, October 2d, at 1.30 p.m. at my office. There will be a number of important matters to be considered, and I hope that as many as possible of the Trustees will be present.

We are arranging an informal reception to be given from 4.30 to 6.00 o'clock, p.m. by the Trustees to college officers. The object of this is to afford the Trustees an opportunity to meet our men.

At six o'clock we will meet with the students and faculty in the dining hall. You will recall that each year we get together for a celebration of the opening of the college on October 2, 1867. Arrangements had been made with Mr. Daniel Willard, President of the Baltimore and Ohio Railroad, to be present on this occasion, but he finds that he cannot come. We have, however, arranged a program appropriate to Anniversary Day.

Will you please notify us by the enclosed postal card whether you can be present Friday?

Yours very truly,
(Signed) Kenyon L. Butterfield
President.

In accordance with the foregoing notice, the Trustees of the Massachusetts Agricultural College met at the President's Office, on Friday, October 2d, at 1.30 o'clock, P.M.

PRESENT: Messrs. Gleason, Bowker, Dewey, Ellis, Howe, Wilfrid Wheeler and President Butterfield.

The Secretary read the call for the meeting. The minutes of the meeting of July 23, 1914, were approved without reading.

The Treasurer reported that upon investigation he found that the Chapin land on Lincoln Avenue contains

approximately 1¼ acres instead of 2½ acres as originally understood. The proposed price of $4,000, thus makes the price per acre $3,200. On advice of the President and the Building Committee the land therefore had not been purchased.

It was

VOTED: To accept and approve the above report.

The Treasurer read a leeter from Trustee O'Donnell, presenting a protest by the Masons' Union against the employment of the inspector employed by the college on the agricultural building.

It was

VOTED: To refer this matter to the Attorney General of Massachusetts.

The President recommended that the Treasurer be authorized to secure from the architect plans, specifications and and estimates for changes and improvements necessary for converting the Stockbridge house into an instruction building for the department of landscape gardening; that the Treasurer also secure plans specifications and estimates for a new dwelling house for the man in charge of the horticultural teams and stable.

It was

VOTED: To refer this matter to the Building Committee with power.

The President recommended that the Treasurer secure plans, specifications and estimates for an instruction building for the department of pomology.

It was

VOTED: To refer this matter to the Building Committee with power.

The President called attention to an agreement which had practically been made last spring, concerning the salaries of Miss Caldwell and Miss webster.

It was

VOTED: That extra compensation for this year beginning September 1, 1914, shall be $100 for Miss Mary E. Caldwell.

VOTED: That Miss Henrietta Webster be transferred to grade of first clerk with salary of $900 from September 1, 1914.

On recommendation of President Butterfield, it was

VOTED: To employ, Mr. Luther R. Putney, as clerk in the Treasurer's Office from September 1, 1914. The salary of the first six months to be at the rate of $600 per year and for the second six months of the year to be at the rate of $660 per year.

On recommendation of President Butterfield, it was

VOTED: That the Treasurer be authorized to secure necessary plans, specifications and estimates for the erection of shops for the department of rural engineering and for the construction of such part of the building as can be paid from the appropriation for the agricultural building, and which was included in the original estimate; the location of the building to be left to the Committee on Buildings and Grounds with power.

The President presented the resignation of Professor Elmer K. Eyerly, Associate Professor Rural Sociology, as having taken effect August 31, 1914. He reported that owing to the circumstances under which Professor Eyerly submitted his resignation he had accepted it without the approval of the Trustees.

It was

VOTED: To confirm the action of the President.

The President reported that it had been possible to to get along for the first semester at least without the assistant in physics authorized by the Trustees

July 23d. It is possible, however, that during the second semester some additional help will be required.

It was

VOTED: To authorize the President to employ additional help in the department of physics required for this college year.

The President reported that it has been impossible to find a competent instructor in entomology for this year at the salary of $1,200; accordingly arrangements have been made to employ a graduate student, who will give approximately one-third time and who will receive $300, and to employ another graduate student, who has had several year's experience in entomological work, to give practically two-thirds time, his compensation being $900 for one year.

The President reported the following resignations and appointments have become effective since the last meeting of the Trustees:-

Department:	Name of person resigned:	Salary:	Name of Successor:	Salary.
Farm Admin.,	Miss Barker,	$800	Miss F.Boynton,	$600.
Dairying,	I.McKellip,	1600	Mr.H.E.Baldinger,	900.
Treas.Office,	Miss Mudge,	660	Miss G. Moore,	540.
Ex. Sta.	Miss Felton,	840	Miss A.M.Howard,	780.

Miss Elva Slattery has been employed as stenographer in the Extension Service in accordance with the vote of the Trustees July 23, 1914.

It was

VOTED: To approve and accept the above report.

On recommendation of President Butterfield, it was

VOTED: That the salary of Mr. James Whitney be increased from $1,000 to $1,100 a year, the same to take effect December 1, 1914.

On recommendation of the President, it was

VOTED: To engage Mr. Harold F. Tompson as acting head of the department of market gardening on the following terms:-

1. That Mr. Tompson be engaged for a period of four months from approximately November 15,1914, the exact date to be arranged between Director Hurd and Professor Waugh.
2. That Mr. Tompson receive $250 a month for the four months' period.
3. That Mr. Tompson shall give such general help as he can in the department of market gardening, but will devote himself especially to the teaching of winter short courses and to extension work.
4. That in making this arrangement neither Mr. Tompson nor the college is committed to any further arrangement.

In accordance with a written request received from Dean Edward M. Lewis, it was

VOTED: To grant Dean Edward M.Lewis a leave of absence without pay from October 3d to November 5th,1914.

The President presented correspondence with Professor Stone relative to the failure of the latter to utilize the service of Mr. R. G. Smith, an assistant in his department, during the month of September 1914, and it was unanimously

voted: That an immediate and satisfactory explanation in the affair with Mr. Smith be made to the President and Committee on Course of Study and Faculty, if Professor Stone is to retain his connection with the college.

It was

VOTED: That the next meeting of the Trustees be held in Boston, October 30, 1914, but that the President be authorized to request the Secretary to call the meeting for November 5 or 6 in case the additional time is needed by the President and Treasurer for the preparation fo business for this meeting.

The President presented a revision of the courses of study for the freshman and sophomore years as voted by the faculty April 15, 1914. Dean Lewis explained the

plan.

It was

VOTED: To refer this matter to the Committee on Course of Study and Faculty.

Adjourned,

Respectfully submitted.

Secretary.

SPECIAL MEETING III

Room 440, State House, Boston, Mass., November 6, 1914.

The following notice was mailed to each Trustee:-

Boston, October 27, 1914.

Dear Sir:-

There will be a special meeting of the Trustees of the Massachusetts Agricultural College at 136 State House, Boston, on Friday, November 6, 1914, at 9.30 o'clock, A.M.

Very truly yours,

(Signed) Wilfrid Wheeler

Secretary.

In accordance with the above notice the Trusetts of the Massachusetts Agricultural College met at 136 State House, Boston on Friday, November 6, 1914, at 9.30 o'clock, A.M.

PRESENT: Messrs. Gleason, Howmer, Ellis, Howe, Mortimer, Frost, Bowker, Gerrett, Pollard, Preston, Bowditch, Dr. Dewey, Wilfrid Wheeler, and President Butterfield.

The Secretary read the call for the meeting.

VOTED: To omit the reading of the records of the meeting of October 2d, and to approve them.

It was

VOTED: To accept the report of the Building Committee on location of Rural Engineering Shops.

It was

VOTED: That the Trustees accept the gift of the Class of 1903, of the "Robertson Memorial Gate" for the Athletic field and that the President be authorized to thank them for their beautiful gift.

It was

VOTED: To approve recommendation of the Committee on Buildings and Grounds as to location of Gate from Class of 1903.

It was

VOTED: That Graves Forest item be taken from the budget with the understanding that the bill as laid over from last year's legislature be taken up and pressed by the Trustees.

It was

VOTED: To adopt the following legislature budget for 1915:-

Addition to the power plant,	$30,000
Addition to Rural Engineering, shops, for roads, walks, changes in South College, and cold storage at dining hall,	10,000
Student dormitory,	40,000
Laboratory for microbiology,	67,500
	$147,500

It was

VOTED: To carry out legislative act-Chapter 827, Acts of 1913, provided restrictious and other terms satisfactory to the Committee on Buildings and Grounds are made.

It was

VOTED: That the Committee on Buildings and Grounds secure another option from Mr. Clark at the price mentioned, in the event that the exchange of the Owen and Baker land is not affected.

It was

VOTED: That the recommendation of the Committee on Buildings and Grounds, relative to purchase of Q.T.V. Land be approved, provided the Trustees can get the necessary legislation.

It was

VOTED: To purchase Angus land-time at option of Treasurer.

It was

VOTED: That legislative bills be drawn by the President of the College, the Treasurer, and the Secretary of the Board of Trustees.

It was

VOTED: That the following resolution be accepted by a rising vote:-

Whereas the Board of Trustees of the Massachusetts Agricultural College is saddened by the death of

its late dean, Prof. Geo. F. Mills, and desires to give enduring expression to its appreciation of his high character and faithful services as an officer and instructor in the college.

Resolved, that by his death the college loses an invaluable officer who for twenty-four consecutive years has with rare intellegence fidelity and unfailing courtesy, facilitated the success of the College, and the community loses a tru gentlemen and an exemplary citizen.

Resolved, that the Trustees of the College commend the example presented by his long and honorable career to all who aspire to render unselfish and devoted services in educational work.

Resolved, that a copy of these resolutions be transmitted to the family of the late dean, to whom this Board extends its profound sympathy in their bereavement, and that a copy be placed on the records of the Board.

On recommendation of the Committee on Course of Study, it was

VOTED: That the new course of study be approved, with the recommendation that in the first semester of the freshman year the number of hours be reduced to a maximum of 20, the details of the change to be left to the faculty with final power.

Further, that the faculty be requested to make a study, and to prepare a report thereon, of the entire curriculum, with reference to its full adaptability to the training of students for the various agricultural vacations, and also in citizenship and in general culture.

It was

VOTED: To elect the following delegates to the annual meeting of the Association of American Agricultural Colleges and Experiment Stations, Washington, D.C., the week of November 9:-

Representing the Trustees,	W.H. Bowker,
Representing the College,	Pres. K.L. Butterfield
	Director C.E. Marshall
Representing the Exp.Sta.,	Director W.V. Brooks
Representing the Ext.Service.,	Director W.H. Hurd
	Prof. E.L. Morgan

To the meeting of Food Chemists, Washington, D.C., week of November 9:-

Mr. Philip H. Smith

To the meeting of Official Agricultural Chemists, Washington, D. C., week of November 9:-

Mr. Henri D. Haskins,
Mr. L. S. Walker.

It was

VOTED: That the title of Professor Hicks he "Associate Professor" instead of Assistant Professor.

It was

VOTED: To approve the action of the President in giving Dr. Geo.E.Stone a leave of absence, and in appointing Professor Osmun as acting head of the department; that the leave of Dr. Stone be with pay the further arrangements to be left to the President with power, and for report at a future meeting of the Committee.

It was

VOTED: To adjourn at 12.40

Respectfully submitted,

Wilfred Wheeler
Secretary.

To the meeting of American Farm Management Association, Washington, D. C. November 9-10:-

Prof. James A. Foord.

It was

VOTED: To approve this report subject to such variations as may be made at subsequent dates.

Professor Robbins reported on the finances of the non-athletic activities for the past year. He also made a preliminary report on a policy to be followed with respect to class expenditures.

The President reported on the organization of the Alumni Finance Committee, and on the development of work thus far undertakern,

Meeting adjourned.

ANNUAL MEETING

Room 446, State House, Boston, January 8, 1915.

The following notice was mailed to each Trustee:--

Boston, January 1, 1915.

Dear Sir:

The Annual Meeting of the Trustees of the Massasetts Agricultural College will be held at the office of the State Board of Agriculture, 136 State House, Boston, Mass., on Friday, January 8,1915,at 9.30 o'clock, A.M.

Very truly yours,

(Signed)Wilfrid Wheeler

Secretary.

In accordance with the above notice the Trustees of the Massachusetts Agricultural College met at 136 State House, Boston, Mass., on Friday, January 8,1915, at 9.30 o'clock, A.M., and adjourned to room 446, where the meeting was held.

PRESENT: Messrs.Gleason,Bowker,Dewey,Bowditch,Ellis, Frost,Gannon,Gerrett,Hosmer,Howe,Mortimer, Pollard,Preston,William Wheeler,Secretary Wheeler and President Butterfield;Treasurer Kenney was also present.

The Secretary read the call for the meeting.

It was

VOTED: To dispense with the reading of the Minutes of the meeting held November 6,1914, and to approve them.

A delegate representing the Market Gardening Association of Boston, appeared and made an appeal for more help from the college in assisting in solving some of the problems involved in the industry of market gardening.

The Treasurer presented his annual report for the year ending November 30, 1914.

On motion of Mr. Bowker, it was

VOTED: To refer to the Committee on Finance the questions as to how so-called"student, trust funds" shall be regarded in the Treasurers report.

It was

VOTED: To accept the report of the Treasurer for the year ending November 30,1914.

The report of the Auditor was presented, and it was

VOTED: To accept the report of the Auditor.

The President presented his annual report for the year ending November 30, 1914.

On motion of Mr. William Wheeler, it was

VOTED: To accept the report of the President and to adopt it as the report of the Trustees.

On motion of Mr. Bowditch, it was

VOTED: That the Chairman appoint a committee of three to present recommendations for Trustee Committee membership for the ensuing year.

In pursuance of this vote, the Chairman appointed Messrs. Bowker, Howe and Preston.

On recommendation of the Finance Committee, it was

VOTED: To adopt the apportionment, as presented for college funds for the year ending November 30,1915.

It was

VOTED: To adopt the apportionment, as presented, for Experiment Station funds for the year ending November 30, 1915.

It was

VOTED: To adopt the apportionment, as presented, for Short Courses and Extension Service funds for the year ending November 30, 1915.

On recommendation of the Finance Committee, it was

VOTED: That there be employed an assistant in the department of Veterinary Science of the Experiment Station at a salary not to exceed $1,200 per year.

It was

VOTED: That the equipment item in the Experiment Station budget for the current fiscal year be increased to $2,000.

On recommendation of the President, it was

VOTED: That the expenditure for new equipment in the Experiment Station and in the Extension Service be placed under the sames rules as govern similar expenditures in the College.

On recommendation of the Finance Committee, it was

VOTED: That the President be authorized to approve projects at his discretion for improvements and for new equipment not to exceed the sum of $1,000 in each classification, and that the further apportionment of funds in these two classifications be left to a sub-committee consisting of the President, the Chairman of the Trustees' Committees concerned,and the Treasurer. (To include the question of erecting a swimming pool.)

It was

VOTED: That this Board of Trustees extend to the Governor an invitation to lunch with them at 1.00 P.M., at the City Club.

It was

VOTED: To request Messrs. Bowditch,Mortimer,and Gannon to Convey this invitation to the Governor.

It was

VOTED: That if it is possible at the luncheon hour, a special order of business be made to hear Director Hurd relative to proposed changes which he endorses in the present law governing the organization of County Farm Bureaus, and that if it is not possible to grant this hearing at the luncheon hour, this hearing become the first item of business when the Board convenes after luncheon.

On recommendation of the Committee on Finance, it was

VOTED: That the income from the Burnham Emergency fund be allowed to accumulate until the amount of the principal which has been used shall be replaced.

That $1,000 of the accumulated earnings of the Endowed Labor fund be for the year 1914-15 divided between the divisions of Agriculture and Horticulture; that the fol-

lowing departments receive $100 each and thereby reduce by a like amount the respective apportionments to these departments: Dairying,Poultry Husbandry,Agronomy, Animal Husbandry,Rural Engineering,Floriculture,Pomology,Landscape Gardening,Market Gardening and Forestry.

That $50 a year from the incomes of the Whiting Street fund and the Gassett Scholarship fund be used to establish scholorships under the direction of the faculty.

That $1,000 of the accumulated earnings of the Hill's fund, and until further notice, the income from said fund, shall be used for beautifying the college campus--setting out trees, shrubs, and other plants--under the direction of the department of Grounds.

On recommendation of the Trustee's Committee on Finance, it was

VOTED: That the following salary adjustments be made with respect to Experiment Station employees:-
R.L.Coffin, $900 per year to take effect Dec. 1,1914; transferred from "Labor" account.
G.E.Gage, $500 per year to take effect July 1, 1915; transferred from "Instruction" account.
F.H.Van Suchtelen, $500 per year to take effect July, 1, 1915; transferred from "Instruction" account.

On recommendation of the Committee on Finance, it was

VOTED: To postpone for future action, the recommendations for increases in salaries of Experiment Station employees.

On recommendation of the Committee on Extension Service, it was

VOTED: That in case Mr. H.J.Baker resignes as Assistant State Leader and Extension Instructor in Farm Management, Mr. B.W.Ellis be elected to that position at a salary of $1600 per year.

VOTED: That the President be authorized to fill the position now held by Mr. B.W.Ellis, provided the vacancy occurs, at a salary not to exceed $1,400 per year.

VOTED: That in case a vacancy occurs in the position of Extension Instructor in Charge of Auto Truck Demonstrations, the President be authorized to fill such a vacancy at a salary not to exceed $1,400 per year.

On recommendation of the Committee on Buildings, and Grounds, it was

VOTED: To authorize the introduction into the forth-coming session of the General Court the following bill relative to the sale of land:-

An act to authorize the Trustees of the Massachusetts Agricultural College to sell and convey certain lands in the towns of Amherst and Hadley.

Be it enacted, etc., as follows:

Section 1. The Trustees of the Massachusetts Agricultural College are hereby authorized to sell and convey from time to time, in the name and on behalf of the Commonwealth, parcels of land from the college estate owned by the Commonwealth in the towns of Amherst and Hadley to any Professor,Instructor,Teacher or employee of said college or of the Massachusetts Agricultural Experiment Station or to any society, association or fraternity, established at said college, not exceeding one acre to any such person, society, association, or fraternity; and the trustees may impose any restrictions and conditions in such conveyances as they may deem necessary; but no such sale or conveyance shall become operative until it shall have been approved by the governor and council.

Section.2.The proceeds accruing from sales of land under section one of this act shall constitute a fund to remain in the custody of the treasurer of the college and to be known as"The Massachusetts Agricultural College Land Fund". The trustees of said college may, by vote, from time to time use any part or all of said proceeds for the purpose of purchasing additional land for the use of the said college; provided that no such purchase shall become operative until it shall have been approved by the governor and council.

Section 3. Chapter six hundred and thirty-eight of the acts of the year nineteen hundred and twelve is hereby repealed.

Section 4. This act shall take effect upon its passage.

Director Hurd appeared and presented suggestions for modifying and perfecting the present bill governing the organization of County Farm Bureaus, and it was

VOTED: To refer the bill embodying the proposed amendment to the Committees on Legislation and Extension Service for further study, with the request that a report be made at a future meeting of this Board after consultation with County Officials particularly interested in the measure.

The president presented the proposed bill which had been endorsed and recommended by the Committee on Buildings and Grounds, providing for a continuing annual appropriation for improvement at the college.

On motion of Mr. Hosmer, it was

VOTED: To endorse the policy of providing an annual appropriation, covering a period of years, for improvements at the college.

On motion of Mr. Frost, it was

VOTED: To leave to the Committee on Legislation with power the question of submitting to the General Court, and the precise form in which it should be submitted, the proposed bill for a continuing appropriation for improvements.

The following officers and standing committees of the Trustees were elected:

Officers of the Corporation.

His Excellency Gov. David I. Walsh of Boston, President.
Chas. A. Gleason, of New Braintree, Vice-President,
Wilfrid Wheeler, of Concord, Secretary,
Fred C. Kenney, of Amherst, Treasurer,
Chas. A. Gleason, of New Braintree, Auditor.

Standing Committees of the Corporation.

Committee on Finance.

Chas. A. Gleason, Chairman,
George H. Ellis,
Nathaniel I. Bowditch,
Arthur G. Pollard,
Frank A. Hosmer,
Edmund Mortimer.

Committee on Course of Study and Faculty.

William Wheeler, Chairman,
William H. Bowker,
Frank A. Hosmer,
David Snedden,
Elmer D. Howe,
Davis R. Dewey,
John F. Gannon.

Committee on Farm.

Nathaniel I. Bowditch, Chairman, Chas. A. Gleason,
Frank Gerrett, George H. Ellis.

Committee on Horticulture

Harold L. Frost, Chairman Elmer D. Howe,
Edmund Mortimer, Wilfrid Wheeler.

Committee on Experiment Department

Charles H. Preston, Chairman, Arthur G. Pollard,
Wilfrid Wheeler, Harold L. Frost.
Edmund Mortimer.

Committee on Buildings, Arrangement of Grounds

William H. Bowker, Chairman, Frank Gerrett,
William Wheeler, Chas. H. Preston,
George H. Ellis.

Committee on Extension Service.

Elmer D. Howe, Chairman, Davis R. Dewey,
George H. Ellis, Wilfrid Wheeler,
Harold L. Frost, John F. Gannon.

Committee on Legislation.

Frank A. Hosmer, Chairman William Wheeler,
Chas. A. Gleason, Edmund Mortimer,
Chas. H. Preston.

On recommendation of the Committee on Buildings and Grounds, it was

VOTED: To postpone until a future date the settlement of the question of the purchase of land out of current funds.

VOTED: That the action taken at a previous meeting relative to the location of the proposed armory, be rescinded, and that Prof. Waugh be requested to make a further study of the sites under consideration.

On recommendation of the President, it was

VOTED: To authorize, the committee on Course of Study and Faculty in consultation with the Chairmen of the Trustees' Committees on Horticulture, Experiment Station and Extension Service, to engage a man or men for work in the department of market gardening.

The Committee on Buildings and Grounds presented the following restrictions to be placed on the sale of the so-called Baker Estate, which is to be exchanged with

Mr. D. H. Nash for the so-called Owen Farm:-

1. None of the land or lots of or in the granted premises shall be used or occupied for other than residential purposes.
2. No building shall be erected, placed or used upon the granted premises for any other purposes than for a private residence or dwelling house, private stable or garage, and other buildings usually appurtenant to such a dwelling house; and no building of any sort of more than two and one-half stories in height above the foundation or underpinning, shall be erected on said premises.
3. Not more than one such dewlling house shall be erected or used upon each lot, as hereinafter defined and described,-and no such dwelling house shall be occupied by more than two families residing therein.
4. Each and every lot upon which such a residence may be erected shall abut or front upon a way or street in or adjacent to the granted premises. If one or more ways or streets shall be laid out through said premises running in a general northerly and southerly direction, then the way or street so first laid out shall be at least thirty-(30) feet in width. Each lot to be laid out, which abuts upon the proposed way as shown on the plan recorded herewith having a width of sixty (60) feet shall have throughout a width of not less than six (6) rods; and each lot on any way which may be hereafter laid out shall have a width throughout of not less than five (5) rods.
5. No residence or dwelling house shall be erected or placed upon said premises which costs less than three thousand dollars ($3,000) above the foundation or underpinning, and no dwelling house to be used or occupied by two families shall cost less than five thousand dollars ($5,000) above the foundation or underpinning.
6. No building of any kind shall be erected or placed upon said premises, or on any lot therein, within thirty-five (35) feet of the easterly line of said proposed sixty-foot roadway; nor within fifteen (15) feet of the westerly line of the proposed way thirty (30)feet wide.
7. No building of any kind shall be erected or placed on said premises, or any lot thereof, within eight (8) feet of an adjacent lot, or of other land adjacent thereto.
8. Said conveyance and restrictions shall run with the land and from the grantor, its successors and assigns; and all parties claiming by, through or under it shall be taken to hold, agree and covenant with the owners of said lots, their successors and assigns, and each of them, to comply with and observe said conveyance and restrictions as to the use of said lots, but no covenant or restrictions herein contained shall be personally binding on any person or persons except with respect to breaches committed during his or their seizing or title to said lots.

It was

VOTED: To endorse these restrictions.

On the motion of Mr. Bowker, it was

VOTED: That the Trustees of the Massachusetts Agricultural College, acting under the authority given by and in chapter 827, Acts of 1913, sell and convey a certain parcel of land containing about twelve (12) acres, and being a part of what is known as the Louisa Baker land, to Charles N. Clark, of Northampton, Massachusetts in exchange for a parcel of land containing about twenty-seven (27)acres and being a part of what is known as the Owen Farm, both tracts being situated in the town of Amherst and adjoining the land of the Massachusetts Agricultural College; and that Fred C. Kenney, Treasurer, be, and he hereby is, authorized and directed to sign, seal, execute and deliver in the name of and on behalf of the body corporate such deed or deeds and papers as may be necessary to carry out, complete and consummate said transaction.

The President read a letter from Mr. Franklin H. Mills, expressing his gratitude for the kindness and appreciation shown by the Trustees to his father, the late Dean Mills.

On recommendation of the President it was

VOTED: That Dr. Charles E. Marshall be appointed supervisor of the infirmary with such powers and duties as commonly belong to a department head.

On motion of Mr. Hosmer it was

VOTED: That it is the sense of this Board that if sufficient funds are available the proposed swimming tank be constructed in connection with the drill hall.

It was

VOTED: To grant the request of the Secretary of the Commonwealth that the number of copies of the President's Report be reduced from 3,000 to 2,500.

It was

VOTED: That extra compensation in the amount of $100 be allowed Mr. Lawrence S. Dickinson for special service rendered during the winter months as assisted in the department of physical education.

It was

VOTED: To endorse the engagement of Dr. Paul J. Anderson as instructor in botany at a salary of $1,200 per year, the same having taken effect January 1, 1915.

It was

VOTED: That when this meeting adjourns it adjourn subject to call of the President of the College and Vice-President of the Board of Trustees.

It was

VOTED: That the action of the various Trustees' Committees for the year ending on this date be approved and ratified.

Meeting adjourned.

Wilfred Wheeler

Secretary.

SPECIAL MEETING, I.

Room 440, State House, Boston, June 3, 1915.

CALL: In accordance with a vote passed at the last meeting, authorizing the Vice-President of the Board and the President of the College to call a meeting of the Trustees at their discretion, a meeting of the Trustees of the Massachusetts Agricultural College will be held at Room 439, State House, Boston, on Thursday, June 3, 1915, at 9.30 o'clock, A.M.

Very truly yours,
(Signed) Wilfrid Wheeler,
Secretary, Trustees, M.A.C.

PRESENT: Messrs. Gleason, Bowditch, Bowker, Dewey, Ellis, Frost, Gannon, Gerrett, Howe, Hosmer, Mortimer, Pollard, Snedden, Wilfrid Wheeler, William Wheeler, and President Butterfield.

Inasmuch as Vice-President Gleason was not present at the hour appointed for the meeting to convene, the meeting was called to order by Mr. Wilfrid Wheeler, Secretary of the Board, and Mr. William Wheeler was elected Acting-Chairman until Vice-President Gleason should arrive.

The Secretary read the call for the meeting.

The Minutes of the meeting of January 6, 1915, were approved without reading.

The Board considered the question referred to it by the Committee on Extension Service relative to terminating the work in the Extension Service now carried on in civic betterment and in community organization. The President discussed at length the question of the policy of the college with respect to teaching, investigations and extension work in Rural Social Science, and in particular with respect to Rural Sociology and Civic Improvement. The question was freely discussed by the members of the Board, and it was

VOTED: To inform the Extension Committee that it is the sense of the Trustees that extension work in civic betterment and community organization should be continued.

It was further

VOTED: That the Chairman appoint a committee of five to prepare a resolution, for presentation to the Board, relative to the policy to be adopted by the Board relative to the work in Rural Social Science; on this Committee the Chairman appointed Messrs. Bowker, Dewey, Ellis, Gannon, and William Wheeler.

On recommendation of the Committee on Course of Study and Faculty, it was

VOTED: That Prof. A. E. Cance and Prof. E. L. Morgan be allowed to serve as special agents for the Massachusetts Development Committee.

On recommendation of the Committee of Extension Service, it was

VOTED: That Mr. Alfred G. Lunn be elected Extension Instructor in Poultry Husbandry at a salary of $1800. per year, the same to take effect approximately July 20, 1915.

On recommendation of the Committee on Course of Study and Faculty, it was

VOTED: That John Phelan be elected Professor of Rural Sociology at a salary of $2500. per year, the same to take effect September 1, 1915.

SEMI-ANNUAL MEETING.

President's office, M.A.C., Amherst, June 15, 1915.

Call: The Semi-Annual Meeting of the Board of Trustees of the Massachusetts Agricultural College will be held at the President's office, In Amherst, on June 15, 1915, at 9.30 o'clock a.m.

Very truly yours,
(Signed) Wilfrid Wheeler,
Secretary, Trustees, M.A.C.

Present: Messrs. Gleason, Bowker, Dewey, Ellis, Frost, Gannon, Gerrett, Hosmer, Howe, Mortimer, Pollard, Preston, Wilfrid Wheeler, William Wheeler, and President Butterfield.

The Secretary read the call for the meeting.

The minutes of the meeting of June 3, 1915 were read and approved.

Mr. Bowker, chairman of the special committee to formulate a definition of the purpose of the College, made a report of progress and requested that the committee be continued, and it was

VOTED: To accept this report as a report of progress, and that the committee be continued.

The President presented a copy of the following Executive Order issued to the Treasurer under date of May 28, 1915:

"You are hereby authorized to collect class taxes from members of the Class of 1915 as condition for graduation on the basis of a list of names and amounts furnished you by the proper class officers."

The Finance Committee, under date of June 9, 1915,

VOTED: To endorse the above order except that the clause "as condition for graduation" be referred to the Trustees for final approval.

The Trustees approved the above order as quoted omitting the clause "as condition for graduation."

On recommendation of the Finance Committee, it was

VOTED: That the College contribute not to exceed $1000. toward the purchase of an automobile fire truck for the Town of Amherst, and that the expenditure of this sum be left to Mr. Kenney and Mr. Hosmer.

On recommendation of the Finance Committee, it was

VOTED: That the College loan $1000. from accumulated income from various trust funds for the purpose of completing the fencing of the athletic field.

It was

VOTED: To charge four per cent. interest on the above mentioned loan of $1000.

On recommendation of the Finance Committee, it was

VOTED: That all contracts and leases of land made in behalf of the institution in any of its departments be signed by the Treasurer of the College.

VOTED: To authorize the tentative plan of allowing seven cents per mile for the use of automobiles in the case of machines owned by a member of the staff, for service outside of the town of Amherst and within the state, pending some further investigation.

On recommendation of the Committee on Course of Study and Faculty, it was

VOTED: To accept the resignation of Mr. Robert H. Bogue, as Instructor in Chemistry, to take effect August 31, 1915.

On recommendation of the Committee on Course of Study, it was

VOTED: That Mr. Paul Serex, Jr., be appointed Assistant in Chemistry, to fill the position formerly occupied by Mr. Robert H. Bogue, at a salary of $840. per year, the same to take effect September 1, 1915.

It was

VOTED: That Professor W. R. Hart be granted leave of absence, with full pay, for a period of approximately six months, provided that the President approves the plan for carrying the work of the department of Agricultural Education, and that the President be authorized to make suitable arrangements for a substitute for Professor Hart. Further, that the precise date when Professor Hart will take this leave of absence be left to the President.

It was

VOTED: To confer the degree of Bachelor of Science upon the following named men, provided they shall meet their financial obligations to the College before Wednesday, June 16th:

Charles Harold Alden,
Francis Ellwood Allen,
Herbert Hildreth Archibald,
Seth Warrener Banister,
Edward Russell Bartlett,
Hastings Newcomb Bartley,
Willard Gilbert Bemis,
John Ingram Bennett,
Chester Allen Bishop,
Gardner Milton Brooks,
Frank Weed Buell,
Helen Frances Burt,
John Willard Buttrick,
Gladstone Hume Cale,
Donald Hopkins Cande,
Alexander Baxter Chase, Jr.,
Ellis Fred. Clark,
Waldo Atwood Cleveland,
Maurice Joseph Clough,
Andrew Campbell Dalrymple,
Leon Blanchard Damon,
George Allen Day,
Sumner Alvord Dole,
William Leonard Doran,
Earle Sumner Draper,
Stuart Kittredge Farrar,
Daniel James Fitzgerald,
Alpha John Flebut,
Robert Theodore Frost,
Richard Fuller,
Malcolm Noyes Goodwin,
Harold Davidson Grant,
Raymond Bradford Griggs,
George Morris Hall,
Roderick Chesley Hall,
James Edward Harper,
Russell Wilton Harvey,
Willis Henry Haskell, Jr.,
William Hollis Hatfield,
Paul Hughes Hildreth,
Ralph P. Hotis,
George Frederick Hyde,
Harold Gilmore Hyde,
Arthur Johnson,
Jerome Joseph Kelleher,
Worthington Chester Kennedy,
Merton Chesleigh Lane,
Ashley Cudworth LeDuc,
Daniel James Lewis,
John Kirby Lewis,
Irving Boin Lincoln,
John Sumner Lovejoy,
Ralph Langdel MacNeil,
Philip Arthur Macy,

Franklin Winter Marsh,
Herbert Verner Marsh,
Sidney Merton Masse,
Ray Farrar McKechnie,
Ralph Emerson McLain,
George Deady Melican,
Eldon Samuel Moberg,
Enos James Montague,
Roger Henry Moore,
Miguel Navas,
Edwin Kenney Parker,
Ernest Brigham Parmenter,
Robert Earley Patterson,
Harlow Libby Pendleton,
Gerald Eugene Perry,
Joseph Stevens Pike, Jr.,
George Raymond Potter,
James Albert Price,
Paul Whitney Rhoades,
Harold Merriman Rogers,
Vincent Sauchelli,
William Richard Sears,
Verne Lincoln Severance,
Milton Francis Sherman,
Isaac Barney Simon,
Owen Francis Slein,
Hyde Smith,
Eber Grant Spicer,
Chester Porter Spofford,
Ernest Elwood Stanford,
Lester Winslow Tarr,
Ralph Ernest Tower,
William Reginald Tower,
Edwin Chester Towne,
Raymond Melville Upton,
Benjamin Vener,
Stuart Cunningham Vinal,
Herman Chester Walker,
Benjamin Wellington,
Henry Harrison White,
Philip Ferry Whitmore,
Paul Francis Whorf,
Alfred Emerson Wilkins,
Harold Cleland Clancey Willey,
Donald Williams,
Elvin Stanley Wright,
Samuel Danford Zehrung.

It was

VOTED: To confer the degree of Master of Science on the following:

Robert Herman Bogue,
Henry Leavitt Brown,
Willard Harrison Hasey,
John Buck Norton,
George Albert Root.

It was

VOTED: To confer the degree of Doctor of Philosophy on the following:

Edward Bertram Holland,
John Coghlan Hutson,
James Francis Martin,
Ralph Robinson Parker,
William Swift Regan.

It was

VOTED: To refer to the Finance Committee the question of securing before the Commencement meeting of the Trustees, payment from the seniors for their diplomas and the settlement of all other financial obligations to the College.

The Treasurer made a verbal report relative to the Alvord bequest.

On recommendation of the Committee on Course of Study and Faculty, it was

VOTED: That Mr. Earl Jones by appointed Assistant Professor of Agronomy, at a salary of $1700. per year to take effect August 1, 1915.

On recommendation of the Committee on Course of Study and Faculty, it was

VOTED: To recommend to the Trustees the appointment of Mr. A. Itano, as Assistant in Microbiology, (to take place of a graduate assistant) at a salary of $1000. a year, the same to take effect September 1, 1915.

It was

VOTED: To endorse the action of the Committee on Course of study and Faculty in establishing a major in rural journalism on the basis of the project outlined by Professor Neal.

It was

VOTED: To endorse the action of the Committee on Course of Study and Faculty in establishing the following graduate courses:

Master of Science in Agronomy,
Master of Agriculture in Agronomy,
Master of Science in Animal Husbandry,
Master of Agriculture in Animal Husbandry.

On recommendation of the Committee on Course of Study and Faculty, it was

VOTED: To approve the plan for organizing the work of the College on a four-term basis in accordance with the accompanying memorandum. (Appended)

On recommendation of the President, it was

VOTED: To postpone until the fall of 1916 the operation of the new course of study for the freshman and sophomore years, as adopted by the Trustees, November 6, 1914.

The President submitted memoranda covering recommendations for adjustments in salaries between Instruction, Experiment Station, and Extension Service accounts; recommendations for salary increases to take effect July 1 and September 1, 1915; also covering the appointments of new men for new positions to be created.

On motion of Mr. Ellis, it was

VOTED: Not to adopt the recommendation of the Finance Committee passed June 9, 1915, relative to salary increases.

On motion of Mr. William Wheeler, it was

VOTED: That the question of salary increases in all departments for 1915-1916, except for graduate assistants, be referred to the Committee on Finance to be administered at their discretion.

On recommendation of the Committee on Course of Study and Faculty, it was

VOTED: That the following changes in titles were authorized:

Name:	Present Title:	New Title:
S. B. Haskell.	Asso. Prof. of Agronomy.	Professor of Agronomy.
H. E. Baldinger.	Assistant in Dairying.	Instructor in Dairying.
C. I. Gunness.	Asso. Prof. of Rural Engineering..	Professor of Rural Engineering.
W. W. Chenoweth.	Asst. Prof. of Pomology.	Asso. Prof. of Pomology.
P. J. Anderson..	Instructor in Botany..	Asst. Prof. of Botany.
G. C. Crampton..	Asso. Prof. of Entomology.	Professor of Insect Morphology.
W. E. Prince.	Instructor in English.	Asst. Prof. of English.
A. A. Mackimmie.	Asst. Prof. of French.	Asso. Prof. of French.
E. L. Ashley.	Asst. Prof. of German.	Asso. Prof. of German.
A. E. Cance..	Asso. Prof. of Agri. Economics.. .	Professor of Agricultural Economics.

On recommendation of the Committee on Course of Study and Faculty, it was

VOTED: To leave the appointment of graduate assistants to the President with the understanding that the usual salary schedule for such assistants will be followed, and that the total amount for the year will be approximately $5500.

On recommendation of the Committee on Course of Study and Faculty, it was

VOTED: That Mr. Frank N. Blanchard be granted extra compensation in the amount of $100. for additional services rendered during the leave of absence of Professor Clarence E. Gordon during the second semester of the present college year.

On recommendation of the President, it was

VOTED: That Miss Lorian P. Jefferson be given the title of Research Secretary in the Division of Rural Social Science, and that for the balance of the current fiscal year her full salary be paid from College funds. (from date of July 1, 1915.)

On motion of Mr. Howe, it was

VOTED: That the salary of Prof. W. D. Hurd be $4200. a year beginning September 1, 1915.

On motion of Mr. Preston, it was

VOTED: To adopt the following resolution relative to highways out of Amherst:

WHEREAS, by Acts of Congress and the Massachusetts Legislature, there was founded in Amherst fifty-two years ago the Massachusetts Agricultural College, at which there are annually in attendance about 600 resident students and 1500 short course students, and increasing yearly, and, WHEREAS, farmers and other citizens of the State are visiting the Institution, its fields and herds, its orchards and greenhouses, in constantly increasing numbers, and, WHEREAS, there are located in Amherst, Northampton, and South Hadley three other large and important colleges, with a total annual attendance of nearly 4,000 students, and, WHEREAS, there are large and important agricultural and industrial interests in these towns, therefore be it

. . . . . .

. . . . . .

RESOLVED: That this Board respectfully suggest that the Massachusetts Highway Commission seriously consider the use of some part of the recent appropriations for state highways in western Massachusetts or other funds available therefor for the improvement of the road east from Amherst via Belchertown, and some feasible route, either via the old "Bay Path" to Ware and the Brookfields, or via Swift River Valley through Enfield, Greenwich, Dana, and Barre.

RESOLVED: That a committee of three be appointed to present this matter to the Highway Commission at such time as shall suit the convenience of the Commission.

It was

VOTED: That this Committee be appointed by the Chair. In accordance with the vote the Chair appointed Messrs. Bowker, Ellis and William Wheeler.

On recommendation of the Experiment Department, it was

VOTED: To authorize the organization of an advisory council for the Experiment Station to be composed of representatives of various agricultural organizations in Massachusetts, and to leave the Personnel of the council to Mr. Preston, Doctor Brooks and President Butterfield.

On recommendation of the Experiment Department, it was

VOTED: That the position of Graduate Assistant be created in the department of Poultry Husbandry of the Experiment Station.

On recommendation of the Experiment Department, it was

VOTED: That Prof. J. B. Lindsey be allowed two months' vacation, with pay, for the summer of 1915.

On recommendation of the Experiment Department, it was

VOTED: That Mr. R. W. Ruprecht, Assistant Chemist in the Experiment Station, be granted leave of absence, without pay, from October 1, 1915, to June 30, 1916, for the purpose of pursuing advanced study at Cornell University.

On recommendation of the Committee on Experiment

Department, it was

VOTED: That the Director of the Experiment Station be authorized at his discretion to enter into a cooperative agreement with the U. S. Dept. of Agriculture for experimental work in blueberry raising, and to authorize the Treasurer to negotiate a lease of suitable land for this purpose.

On recommendation of the Committee on Experiment Department, it was

VOTED: To authorize the expenditure of $500. per year from Experiment Station funds for cooperative work in market gardening.

On motion of Mr. Frost, it was

VOTED: Not to endorse the action of the Experiment Department relative to execution of special test work by the Experiment Station, and that the Committee on Experiment Department be requested to review its action.

On recommendation of the Committee on Buildings and Grounds, it was

VOTED: To accept the report of the committee relative to the rental and acquisition of the Walsh land; the cost of carrying the project to be borne by the Experiment Station.

It was

VOTED: To assign the Tillson-Walsh land for use by the Experiment Station.

It was

VOTED: To request the chairmen of the Trustees committees affected to serve as a special committee to consider the question of apportioning lands to the various departments affected.

It was

VOTED: To authorize the purchase of a Mammoth incubator for the Poultry Department, same to be paid from funds available for equipment in the fiscal year beginning December 1, 1915.

It was

VOTED: To approve the following report made by the President with respect to Extension Service workers:

1. The resignation of Mr. Herbert J. Baker as Assistant State Leader and Extension Instructor in Farm Management, the same having taken effect March 1,1915.

2. The promotion of Mr. Benjamin W. Ellis to the position of Assistant State Leader, the same having taken effect March 1, 1915, his salary being $1600. per year.

3. The election of Mr. Wesley A. Bronson to the position of Extension Instructor in Farm Demonstration, at a salary of $1400. per year, the same having taken effect February 1, 1915.

4. The resignation of Mr. Allister F. McDougall as Extension Instructor in Charge of Auto Demonstration Truck, the same having taken effect January 31, 1915.

5. The discontinuation of the work in Auto Demonstrations.

It was

VOTED: To endorse the action of the Committee on Extension Service in accepting the offer of the U. S. D. A. to contribute $1500. per year toward the salary of a man to organize pig clubs, and to assign such part of the $1000. allotted from Smith-Lever funds for boys' and girls' club work which may be necessary to carry out this project.

It was

VOTED: To leave with the chairman of the Committee on Extension Service and the President the question of adjustment of federal and state funds assigned to various counties in Massachusetts for support of their farm bureaus.

It was

VOTED: To leave to the chairman of the Committee on Extension Service and the President the question of the apportionment of Smith-Lever funds for the year beginning July 1, 1915.

It was

VOTED: To endorse the plan of the movement to organize a voluntary committee on Agricultural Development, and that the College participate; and to authorize the President to represent the College on this committee.

It was

VOTED: To grant a leave of absence to Director Hurd, with pay, from August 1 to approximately October 15, 1915, with the understanding that if at the end

of that time his health will not permit the resumption of his duties, the President is authorized to extend the leave of absence to approximately April 1, 1916.

Mr. Hosmer presented statements relative to the desire of Miss Katherine Fellows to enter the college as a regular student. It was

VOTED: That this matter be left to President Butterfield for adjustment.

MEMORANDUM RELATIVE TO ORGANIZING WORK OF THE COLLEGE ON FOUR-TERM BASIS.

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1. That the college adopt the policy of offering certain of its present courses during the summer months.

2. That, as the most practicable method of adjusting these summer courses to the other work of the College, and as a means of securing other desirable improvements in the college instruction the college calendar be changed from the present schedule of two semesters to a schedule of three terms of twelve weeks each, supplemented by summer courses given for regular college credit by departments desiring summer work, such summer courses to be subject to approval by faculty and trustees in the usual manner.

3. That the work now given during the two semesters be provided for in the three terms beginning approximately on October 1, January 1, and April 1 of each year, and in supplementary summer work beginning approximately July 1.

4. That the Course of Study Committee be directed to rearrange the courses on the new plan with the fewest possible changes in hours or credits, and report to the faculty.

5. That a special committee consisting of the President, the Dean, the Registrar, and the Treasurer be appointed with power to make any necessary rules and regulations for carrying those plans into effect.

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SPECIAL MEETING, II.

President's Office, M.A.C., October 30, 1915.

CALL: At the request of five of the trustees, there will be a meeting of the Trustees of the Massachusetts Agricultural College, at the office of the President of the College, in Amherst, on Saturday, October 30, 1915, at 8.30 o'clock,A.M.

Very truly yours,
(Signed) Wilfrid Wheeler,
Secretary, Board of Trustees,
M.A.C.

PRESENT: Messrs. Gleason, Bowker, Gannon, Hosmer, Howe, Mortimer, Pollard, Preston, Wilfrid Wheeler, President Butterfield.

The Secretary read the call of the meeting.

The minutes of the meeting of June 15, 1915, were approved without reading.

On recommendation of the Committee on Finance, it was

VOTED: To petition the incoming legislature to amend the law relative to the annual report of the trustees so that there will be a Part 5, to consist of the report of the Director of the Extension Service and Supervisor of Short Courses; also that there be printed 10,000 copies of the annual catalog (Part 2 of the report), instead of 8,000 present.

It was

VOTED: To conform the following classification of salaries for certain employees of the institution:

NAME:	Total Salary:	Former:	Classifcation:	Classification to take effect September 1, 1915:	
J.A.Foord,	$3200.	$3200.	Instruction.	$30030.	Instruction
				150.	Ext. Service
F.A.Waugh,	3750.	3750.	Instruction.	3000.	Instruction
				400.	Exp. Station
				350.	Ext. Service
F.C.Sears,	3000.	2750.	Instruction.	2200.	Instruction
				300.	Exp. Station
				500.	Ext. Service
B.N.Gates,	2500.	1660.	Instruction.	1435.	Instruction
		440.	Exp. Station	440.	Exp. Station
		400.	Bd. of Agri.	400.	Bd. of Agri.
				225.	Ext. Service
A.E.Cance,	2325.	2325.	Instruction	1875.	Instruction
				450.	Ext. Service
W.R.Hart,	2500.	2500.	Instruction.	2150.	Instruction
				350.	Ext. Service
Miss G.E.Russell,	780.	780.	Instruction.	460.	Exp. Station
				320.	Instruction
Miss H.L.Webster,	900.	900.	Adminstration.	500.	Adminstration
				200.	Dining Hall
				200.	Text Book Acct.

On recommendation of the Committee on Finance, it was

VOTED: That the President be authorized to make from time to time such adjustments in the classification of salaries as between Adminstration, Instruction, Experiment Station, Extension Service, or other funds, as he deems wise, and to report such adjustments from time to time to the Committee on Finance.

It was

VOTED: To accept the resignations indicated in the following report and to approve the appointment of successors:

CHANGES IN PERSONNEL SINCE JULY 1, 1915:

Position:	Name:	Salary:	Date of Resignation:	Successor:	Salary and Date of Effect:
Library Assistant,	Miss C.G.Babcock,	$700.	Sept.30,	Miss Anne Butler,	$660. Oct. 18.
Clerk,Dean's Office,	Miss B.E.Christiansen,	1000.	Aug. 31,	Mrs. C.B.Shores,	$720. Sept. 1.
Stenographer,Ext. Service,	Miss M.S.Donaldson,	600.	July 26,	Miss P. Cogswell,	$540. July 1.
Extension Instructor, in Civic Improvement.	Philip H. Elwood,Jr.,	1650.	Aug. 30,		
Instructor in Home Economics,	Miss H.J.Hopkins,	1200.	Oct. 6,	Miss M.Sayles,	$1400. Sept.16
Clerk,Pres.Office,	*Miss Mary E.Horton,	720.	Aug. 31,	Miss B.Brookhaus,	$ 720. Sept.1.
Asso.Professor of Ani. Husbandry,	J.Allan McLean,	2350.	Sept.30,	(J.C.McNutt) Instructor: Glenn J.Wight, Oct.1,1915 to Mar.31, '16.	$2600. Jan.1,'16 1200.
Stenographer,Ext. Service,	Miss Ina M. Paige,	600.	Aug.28,	Miss Keiber,	$600. Sept. 21.
Assistant Chemist, Exp.Station,	**R.W.Ruprecht,	1080.	Sept.30,	N.H.Borden,	$840. Sept. 15.
Stenographer,Dept. Agri.Econ.,	Mrs. H.C.Stevenson,	440.	Sept.9,		

Extension Instructor, George F. Story, 2000. Aug. 31,
in Ani. Husbandry.

* Transferred to Dept. of Rural Sociology.
**Absent on leave.

It was

VOTED: To approve the following appointments to new positions as reported by the President.

APPOINTMENTS TO NEW POSITIONS SINCE JULY 1, 1915.

Name:	Position:	Salary:	Date of Effect:
Bishop, Miss E.F.	Clerk, Treasurer's Office,	$600.	Sept.1,
Boland, Eric N.,	In charge Boys' & Girls' Pig Club Work, (Paid by U.S.D.A.)	1500.	Aug. 16
Horton, Miss Mary E.,	Clerk, Dept. of Rural Sociology,	720.	Sept. 1,
Jamison, Orville A.,	Asst. Professor of Dairying,	1800.	Sept. 1
Merkle, Frederick G.,	Assistant in Agronomy,	960.	Sept. 1
Read, Fred W.,	Assistant in Agricultural Economics, (For Balance of College year)	560.	Feb.1,'16
Robbins, H. E.,	Manager, Non-Athletic Student Activities, addition to salary of	400. 1700.	(In Sept.1 for teaching

Sturtevant, Arnold P.,	Assistant in Veterinary Science,(Exp.Sta.)	1200.July 1
Thompson, Chas. H.,	Assistant Professor of Horticulture,	1700.Sept. 1
Thompson, Andrew S.,	Assistant Professor of Market Gardening,	1600.Sept. 1
Turner, Miss Ethel,	Library Assistant,	600.Nov.1

APPOINTMENT TO EXISTING POSITIONS.

Regan, William S.,	Instructor in Entomology,	1500. Sept.1
Thompson, H. C.,	Assistant in Physics,	840. Sept.1

It was

VOTED: To allow Professor Frank A. Waugh additional salary in the amount of $150. per year in lieu of the expense formerly borne by the institution due to the maintenance of a horse owned by Professor Waugh.

It was

VOTED: To confirm the action of the Finance Committee of October 13, 1915 relative to salary increases for the current college year.

INSTRUCTION.

Name:	Department:	Rank:	Present Salary:	Increase Granted
S.B.Haskell,	Agronomy,	Professor,	$2350.	$ 75.
E.L.Quaife,	Animal Husbandry,	Asst.Professor.	1600.	50.
Samuel Coone,	Dairying,	Instructor,	1650.	50.
H.E.Baldinger,	Dairying,	Instructor.	900.	150.

L.F.Payne,	Poultry Husbandry,	Instructor,	$1500.	$ 50.
C.I.Gunnese,	Rural Engineering,	Professor,	2250.	75.
A.K.Harrison,	Landscape Gardening,	Asst.Professor,	1700.	50.
A.V.Osmun,	Botany,	Asso.Professor,	2000.	100.
P.J.Anderson,	Botany,	Asst.Professor,	1200.	150.
F.A.McLaughlin,	Botany,	Instructor,	1200.	60.
E.Anderson,	Chemistry,	Asso.Professor,	2300.	75.
C.A.Peters,	Chemistry,	Asso.Professor,	2400.	50.
W.L.Machmer,	Mathematics,	Asst.Professor,	1600.	75.
B.A.Hazeltine,	Mathematics,	Assistant,	960.	60.
F.H.VanSuchtelen,	Microbiology,	Asso.Professor,	1800.	100.
G.E.Gage,	Vet. Science,	Asso.Professor,	2300.	75.
F.N.Blanchard,	Zoology & Geology,	Instructor,	1050.	50.
R.W.Neal,	English,	Asso.Professor,	2150.	50.
H.E.Smith,	English,	Asst.Professor,	1600.	50.
W.E.Prince,	English,	Asst.Professor,	1450.	50.
Miss Goessmann,	English,	Instructor,	1000.	50.
F.P.Rand,	English,	Instructor,	1050.	50.
A.A.Mackimmic,	French,	Asso.Professor,	2150.	50.
W.L.Harmount,	French,	Instructor,	1450.	50.
A.E.Cance,	Agri.Economics,	Professor,	2250.	75.
C.S.Hicks,	Physical Education,	Asso.Professor,	2250.	75.
H.M.Gore,	Physical Education	Assistant,	1000.	75.
W.J.Fitzmaurice,	Physical Education,	Assistant,	300.	50.
C.R.Green,		Librarian,	1900.	50.
Miss Jefferson,	Rural Social Sci.,	Secretary,	1200.	50.
J.J.Lee,	Military Science,	Assistant,	600.	60.

EXPERIMENT STATION.

Name:	Title and Department:	Present Salary:	Increase Granted:
E.B.Holland,	Associate Chemist,	$2250.	$125.
H.D.Haskins,	In charge of Fertilizer Div.,	2250.	125.
F.W.Morse,	Research Chemist,	2250.	125.
P.H.Smith,	In charge of Feed Division,	2000.	125.
H.D.Goodale,	Research Biologist, Poultry Husb.,	2000.	125.
J.K.Shaw,	Research Pomologist,	1800.	100.
E.F.Gaskill,	Assistant Agriculturist,	1500.	90.
G.H.Chapman	Assistant Botanist,	1800.	100.
O.L.Clark,	Assistant Botanist,	1500.	100.
A.I.Bourne,	Assistant Entomoligist,	1200.	60.
L.S.Walker,	Assistant Chemist,	1500.	60.
C.P.Jones,	Assistant Chemist,	1130.	50.
C.L.Beals,	Assistant Chemist,	1080.	60.
J.P.Buckley,	Assistant Chemist,	1080.	60.
W.S.Frost,	Assistant Chemist,	960.	60.
H.L.Allen,	Laboratory Assistant,	840.	50.
J.R.Alcock,	Assistant,	700.	50.

EXTENSION SERVICE.

E.D.Waid,	Assistant Director,	$2200.	$ 50.
O.A.Morton,	Agricultural Education,	2400.	50.
E.L.Morgan,	Community Planning,	2100.	100.
Miss L.Comstock,	Home Economics,	2000.	100.
R.W.Rees,	Pomology,	2000.	50.
B.W.Ellis,	Assistant State Leader,	1600.	75.
E.H.Forbush,	Correspondence Courses,	1800.	50.
W.P.B.Lockwood,	Dairying,	2650.	50.
J.C.Graham,	Poultry Husbandry,	2650.	50.
Miss. E.H.Nash,	Agricultural Education,	1000.	100.

W.A.Bronson,		Farm Demonstration,	$1400.	$75.

CLERICAL STAFF.

Name:	Grade:	Department:	Present Salary:	Increase Granted:
ADMINISTRATION:				
Miss Galinas,	Clerk,	Pres. Office,	$ 720.	$ 60.
Miss Sanders,	Clerk,	Treas.Office,	720.	60.
INSTRUCTION:				
Miss Horton,	Clerk,	Rural Sociology,	720.	60.
Miss Russell,	Clerk,	Horticulture,	720.	60.
Miss Houghton,	Clerk,	Microbiology,	660.	60.
Miss Chapman,	Assistant,	Library,	600.	60.
Miss Fisher,	Clerk,	Chemistry,	660.	60.
Miss Smith,	Clerk,	Floriculture,	660.	60.
Miss Boynton,	Clerk,	Agriculture,	600.	60.
EXPERIMENT STATION:				
Miss Howard,	First Clerk,	Chemistry,	780.	60.
Miss Mellor,	Clerk,	Chemistry,	660.	60.
Miss Curry,	Clerk,	Poultry Husbandry,	600.	60.
EXTENSION SERVICE:				
Miss Grover,	Clerk,	Director's Office,	660.	60.
Miss Slattery,	Stenographer,	Director's Office,	600.	60.
Miss Wentworth,	Stenographer,	Farm Adminstration,	540.	60.
Miss Pomeroy,	Stenographer,	Horticulture,	540.	60.

It was

VOTED: To approve the authorization by the President of additional clerical assistance in the library for the current college year, not to exceed $200. in amount.

The President presented the following receive for consideration:

That the President acting for the Trustees ad interim, be authorized to issue Executive Orders covering matters which, in his judgment, require immediate decision, and these orders shall have the same force as a Trustee vote. Such Executive Order shall be reported to the proper Trustees Committee or to the full Board, and be subject to approval or reversal by the Trustees.

The President is further authorized to issue similar orders in case of matters coming under the immediate supervision of the Faculty.

The general policy above enunciated was discussed and approved. No action was taken, but it was agreed that the details should be left for consideration in connection with the reorganization of the by-laws of the institution.

Mr. Bowker read a tribute to the late Marquis Fayette Dickinson, and it was

VOTED: To spread this tribute on the records of the Board and to send a copy to Mr. Dickinson's family.

Marquis Fayette Dickinson was a member of this Board from 1905 to 1913, succeeding to the vacancy caused by the resignation of Charles L. Flint. His appointment by Governor Bates was a surprise to many, and was criticised by a number of practical farmers, who thought at the time that a practical farmer instead of a lawyer should be appointed to the Board. The appointment proved a wise one, for we needed a man of Mr. Dickinson's training and temperament. We needed a lawyer to advise us in legal matters. Mr. Dickinson's services were invaluable in this respect.

But, aside from legal advice, Mr. Dickinson was a wise counsellor and a genial associate. His keen humor and happy suggestions often relieved a tense moment in our discussions. He possessed a charming personality, always sunny, buoyant, and optimistic. He took a broad, hopeful view of life, and of the work of this institution. While Amherst College was his alma mater, yet I think he loved Aggie as much as he did Amherst, for it touched him to have been made one of the trustees.

He was a loyal friend of the College and of those who came to know him intimately. We regret that ill health compelled him to resign, but he left a delightful memory and a splendid example of faithful, cheerful, helpful service. This Board wished to record its deep appreciation of that service, and to extend to his family its sincere sympath."

It was

VOTED: To endorse the action of the Committee on Buildings and Grounds in rescinding the vote of the Committee of May 3, 1915, whereby authorization was given for a competition among architects, in the design of the proposed Library Building.

On recommendation of the Committee on Buildings and Grounds, it was

VOTED: To employ Mr. James H. Ritchie as architect for the proposed Library Building.

On recommendation of the Committee on Buildings, and Grounds, it was

VOTED: That a bill be introduced into the Legislature of 1916, requesting an annual appropriation of $200,000, per year for five years for buildings, land, equipment, and improvements, to become effective on such a date as may be decided by the Committee on Buildings and Grounds.

The legislative budget for 1916 was discussed, and it was

VOTED: To approve the following budget for legislative appropriations for 1916, and it was further.

VOTED: To refer this budget to the Committee on Buildings and Grounds with a request that a final report, together with the necessary plans and specifications, be presented to the Trustees at their annual meeting in January, 1916.

1. Complete power plant, - - - - - - - - - - -	$ 35,000.
2. Library,- - - - - - - - - - - - - - - - - -	230,000.
3. Complete Rural engineering shops, - - - -	12,000.
4. Student dormitory,- - - - - - - - - - - -	40,000.
5. Miscellaneous Improvements and New Equip.	60,000.
6. Extra Labor,-Saturday Half-Holiday, - - -	5,000.
	$382,000.

It was understood that this bill should be presented to the legislature as an alternative for consideration in case favorable consideration is not given to the request for an annual appropriation of $200,000. for buildings, equipment, land, and other improvements.

On recommendation of the Committee on Buildings and Grounds, it was unanimously

VOTED: That the location of the proposed Library building be on the site immediately north of the so-called Hasbrouck House, and in accordance with Plan No. I submitted by Professor Waugh.

It was

VOTED: That the President and Treasurer be authorized to present to the Trustees Committee on Buildings and Grounds a project outlining a plan for library building, to include plans for work exterior to the building necessary to its construction.

This project shall also include plans for heating, ventilation, lighting, telephone, water, gas, sewers, walks, drives, grading, permanent furniture, and other miscellaneous expenses.

This project shall also include a statement of nature and cost of movable furniture and equipment.

The Committee on Buildings, and Grounds are authorized to have such architects plans, specifications, contractors estimates, and such other plans and estimates as may be necessary to cover the entire cost of a building completely equipped.

On recommendation of the Committee on Buildings and Grounds, it was

VOTED: To authorize the President to make such classification of current funds available for 1915-1916 as he shall deem advisable and that in this classification an allowance may be made for the purchase of land.

It was

VOTED: To authorize the Committee on Buildings and

Grounds, if in their judgment it seems advisable, to introduce an enabling act into the incoming legislature relative to the purchase of land from current funds.

VOTED: That a bill requesting the appropriation of $30,000. for the acquisition of the Graves Forest be introduced as a separate bill in the Legislature of 1916.

On recommendation of the President, it was

VOTED: That so far as possible all members of the teaching, Experiment Station, and Extension Service staffs normally having one month's vacation may be allowed a leave of absence with pay, during July, 1916, in order to attend the Graduate Summer School of Agriculture to be held at this institution at that time; details of the arrangements to be made with individuals to be adjusted by the President, Dean of the College and the two Directors.

The Treasurer presented a memorandum relative to methods of maintaining the college inventory, and it was

VOTED: To approve the following plan as presented:

Inventories to be divided under two heads, General and Departmental.

General inventory to include: grounds, buildings, water mains, sewer mains, gas mains, electric light mains, walks, drives and bridges.

Departmental inventory to include: all equipment, movable furniture, machinery, tools and scientific apparatus.

Card index of allgeneral and departmental inventories to be kept in the Treasurer's office. Record is to be made as the equipment is purchased. The department being required to make out the inventory of the different equipments which they are to return to the Treasurer's office, who will check same with inventory file.

It is understood that supplies purchased for maintenance are not to be included in the inventories only under item of sundry supplies.

The difference between maintenance and equipment supplies to be determined by the length of service of the equipment. All material running over one year in time to be determined as equipment. All under one year to be classified as maintenance.

Buildings to be inventoried at the cost of such building. Each year a deducation of a certain per cent to be made, while all moneys expended on repairs and improvements is to be added to the original cost of said building.

The question of acquiring the land owned by the Q.T.V.Corporation was discussed, and it was

VOTED: To authorize the President to inform the Q.T.V.Corporation of a desire of the Trustees that the college shall come into possession of the land now owned by the corporation, and to that end herewith

VOTE: That the Committee on Buildings and
I. Grounds, if deemed advisable, prepare a bill for introduction into the next Legislature authorizing an exchange of approximately one acre of land on Lincoln Avenue and Plainville road for one acre belonging to the corporation, south of the Veterinary building, with the understanding that the Trustee will be given an option on the remaining portion of land owned by the corporation.

2. That full authority be given to the Committee on Buildings and Grounds to make such arrangements in regard to the details of these transfers as they deem wise, and that the Committee report to this Board their judgment concerning the wisdom of making a purchase of a portion, or the whole, of the remaining land owned by the corporation, out of money accruing from the Sessions'Fund, or other like funds that may be available.

It was

VOTED: To authorize the Committee on Buildings and Grounds, if in their judgment it seem advisable, to introduce a bill into the legislature of 1916 relative to establishing a state insurance fund for the benefit of state institutions in Massachusetts.

On motion of Mr. Howe, it was

VOTED: To grant authority to the President to expend a reasonable sum of money before January,1916, for expenses in connection with the Graduate Summer Schools of 1916.

Prof. Hurd presented in behalf of the Faculty Committee in charge of the 1917 Celebration a statement relative to financing the proposed pageant, and on motion of President Butterfield, it was

VOTED: That the Faculty Committee in charge of the 1917 Celebration be authorized to employ Mr. William C. Langdon as Pageant Master for the pageant of 1917; that Mr. Langdon receive $1,000. for his services, and that the Committee on Buildings and Grounds be empowered to grant such authorization as may be necessary to put the grounds to be used for the pageant in proper condition.

It was

VOTED: To endorse the following vote of the Committee on Finance passed October 13, 1915:

"That beginning September 1, 1915, the salary of Miss Hannah Griffin shall be $840, per year, $180. of which shall be paid from funds available from the Federal Government."

Mr. C.A.Tinker and Professor A.V.Oamun, representing the Class of 1903, appeared before the Trustees relative to a memorial gate to be erected by this class at the entrance to the athletic field. It was

VOTED: To approve the general plan presented and to leave all details connected therewith to the Committee on Buildings and Grounds with power.

Prof. Harold F. Tompson appeared and presented a project for the establishment of an experimental station for the benefit of market gardeners of the state. It was

VOTED: To approve the general idea advanced and to leave the details connected therewith to a special committee consisting of the chairmen of the standing committees of the Trustees with power.

Prof. Morton appeared and presented a project for securing additional funds from the state for the supervision of boys' and girls' clubs. It was

VOTED: To endorse the general plan presented and to refer details connected therewith to a special committee consisting of the chairmen of the standing committees of the Trustees with power.

Meeting adjourned.

VOTED: To place the salary of Mr. L.S.Dickinson at the rate of $1200. per year, and that of Mr. Jewett at $1500. a year, both to take effect September 1, 1915.

VOTED: To confirm the appointment of Miss Alice Gilbert, as First Clerk in the Dividsion of Agriculture, at a salary of $780. a year, and of Miss Grace E. Gallond, as Clerk in the Department of Dairying, at a salary of $720. per year, both of those to take effect as of October 15, 1915.

Meeting adjourned.

ANNUAL MEETING.

Room 446, State House, Boston, January 7, 1916.

Call: The Annual Meeting of the Board of Trustees of the Massachusetts Agricultural College will be held at the office of the State Board of Agriculture, 136 State House, Boston, on Friday, January 7, 1916 at 9.30 o'clock, a.m.

Very truly yours,
(Signed) Wilfrid Wheeler,
Secretary, Trustees, M.A.C.

Present: Messrs. Gleason, Bacon, Bowditch, Dewey, Ellis, Frost, Gannon, Gerrett, Hosmer, Howe, Mortimer, Preston, Wilfrid Wheeler, William Wheeler, and President Butterfield; Treasurer Kenney was also present.

The call of the meeting was read by the Secretary.

The minutes of the meeting of October 30,1915 were approved without reading.

It was

VOTED: That the actions of the various Trustees Committees for the year ending on this date be approved and ratified.

On motion of Dr. Dewey it was

VOTED: That the Chairman appoint a committee of three to nominate committees for the ensuing year, and to report on the same at a later hour on this day.

Pursuant to the above note, the Chairman appointed Messrs. Preston, Bowditch and Mortimer.

The President presented his annual report for the year ended November 30, 1915. It was

VOTED: That the report of the President be accepted and placed on file.

The report of the Auditor was read, and it was

VOTED: To accept the report of the Auditor.

On motion of Mr. Frost it was

VOTED: That the Chairman appoint a committee of three to prepare resolutions relative to the late William H. Bowker, and that these resolutions be presented at a later hour in the day.

Pursuant to the above vote, the Chairman appointed Messrs. William Wheeler, Hosmer, and President Butterfield.

The President read a letter from Mr. Charles Dickinson, conveying his appreciation of the tribute paid his father by the Trustees at a meeting held October 30, 1915.

On recommendation of the Committee on Course of Study and Faculty, it was

VOTED: That in connection with the Celebration of 1917, the financial support of the College be pledged to the following items, that Executive Committee be instructed to continue with the program outline, and that it be authorized to make negotiations for insuring the pageant rereipts against loss on account of bad weather.

1. Pageant: funds for underwriting it; amount will probably nearly all come back in gate receipts; part to be assumed by the Trustees, . . . $3000.
2. Bibliography: printing, clerical help, etc,$ 600.
3. History of the College: writing the history, printing, etc.,.....1000.
4. Memorial monument: $15,000. to be raised by popular subscription.
5. Athletic meet: including formal dedication of the athletic field and intramural meet, 400.
6. Miscellaneous expenses,.....1000.

$6000.

On motion of Mr. Dewey it was

VOTED: That the date of the Celebration of 1917 be left to the Executive Committee in charge of the affair.

Mr. Ritchie appeared, and showed a perspective of the proposed Library building.

On recommendation of the Committee on Extension Service it was

VOTED: That unless the Attorney General rules adversely, the College pay to the heirs of the late R.H.Ferguson, the salary which would have been due him December,31,1916.

Further that this action be regarded as establishing a precedent in matters of this kind.

VOTED: To confirm the appointment of Mr. W.F.Turner as Extension Instructor in Animal Husbandry at a salary of $1700. per year.

VOTED: To accept the resignation of Mr. B. W. Ellis as Assistant State Leader, to take effect December 31, 1915.

VOTED: To confirm the appointment of Mr. Sumner R. Parker as Assistant State Leader and Extension Professor of Rural Organization, at a salary of $3000. per year.

VOTED: To appoint Mr. E. F. Damon as Extension Associate Professor of Agricultural Economics, at a salary of $2000. per year, same to take effect February 1, 1916.

VOTED: To appoint Mr. Frank C. Smith as Extension Instructor in Civic Improvement at a salary of $1800. per year, same to take effect February 1, 1916.

On recommendation of the Committee on Course of Study and Faculty, it was

VOTED: That the President be authorized to permit Prof. W.P.B.Lockwood to render certain service for the Springfield Board of Trade in connection with the National Dairy Show to be held at Springfield in 1916.

VOTED: To accept the resignation of Prof. S.B.Haskell to take effect June 30, 1916.

VOTED: That the salary of Prof. P.J.Anderson,Assistant Professor of Botany, be $1800 per year from date of January 1, 1916.

At 12;30 the Trustees adjourned to the City Club for lunch, at which place the business of the day was completed.

On recommendation of the Committee on Buildings and Grounds, it was

VOTED: To accept the report presented by Mr. William Wheeler, relative to the action taken in connection with the claims of certain sub-contractors for Stockbridge Hall. To endorse the action taken by the sub-committee, and to authorize the following to serve as representatives of the Trustees in further negotiations: Mr. William Wheeler, Mr. Ellis, Mr. Bacon, and the Treasurer.

The sub-committee having charge of the negotiations for the Q.T.V. land, reported that the Corporation would exchange a parcel of its land for an approximately equal area of college land located south of the Kappa Sigma property, and that the Corporation would make a gentlemen's agreement to hold the remainder of its property until the College should find it possible to purchase it.

It was

VOTED: To approve the exchange of land on the basis of the above report, and to introduce a bill into the Legislature seeking legal authority to make such an exchange.

On recommendation of the Committee on Experiment Department it was

VOTED: To accept the following resignations:

Mr. N.H.Borden, Assistant Chemist, to take effect Dec. 10, 1915.
Mr. Walter S. Frost, Assistant Chemist, to take effect Oct. 31, 1915.
Miss Beryl Paige, Assistant in Vet. Science, to take effect Jan. 31, 1916.

On recommendation of the Committee on Experiment Department it was

VOTED: To confirm the following appointments:

Mr. Charles W. Davis, Assistant Chemist, to take effect December 1, 1915, Salary $840.
Mr. George M. Hall, Assistant in Veterinary Science, to take effect February 1, 1916, salary $960.

It was

VOTED: That Dr. George E. Stone be continued on the

payroll of the institution for a period not exceeding one year from October 1, 1915, at a salary of $2500. per year, $2000. of which is to be paid from Experiment Station funds; and that he work on research projects under the direction of Director Brooks.

On recommendation of the Committee on Experiment Department it was

VOTED: To authorize the employment of an assistant chemist to carry on research work in the nutrition of horses, this engagement to be made September 1, 1916, provided funds are on that date available in the department of chemistry of the Experiment Station.

VOTED: To rescind the former vote authorizing the transfer of the cow testing work to the department of animal husbandry of the College.

VOTED: That if the appropriation asked for by the poultrymen is secured, the Experiment Station employ an additional assistant for this work.

It was

VOTED: To refer to the Experiment Station Committee for further consideration, and to report not later than one year from date, the proposed seed law drafted and submitted by Director Brooks.

It was

VOTED: To place on record the following memorial to the late William H. Bowker:

IN MEMORIAM

Our associate William Henry Bowker, senior member of this Board in years of service, died at his home in Boston, three days ago.

Born July 3, 1850, at Natick, and taught in the public schools of Phillipston and Templeton, he was a member of the first,-the "Pioneer" class of students received at the Massachusetts Agricultural College October 2, 1867, and was graduated there July 19, 1871.

After about two years given to teaching and newspaper work, he founded on new and untried lines, the businesses that by various stages grew into the large, successful, and dominant work of his life,-the making and merchandising of fertilizers and allied products. In the technical and commercial aspects of that business he became an acknowledged authority.

He set up for himself and his associates, high standards of honor and accountability; and was a potent

factor in promoting through legislative regulation and otherwise the policy and practice of the open hand in dealings between manufacturer and consumer.

Always from his student days an ardent friend of the College, and perhaps the most resourceful and effective worker and leader in its behalf, among its alumni,-he became in January, 1885, a member of this Board, as the first one appointed by the Governor of the Commonwealth, under legislation that sprung from his own early suggestion and efforts to reform the tenure of its membership and terminate its own self-elective functions.

He was conservative by family heritage and home influence, democratic, large-hearted, a lover of manly men and popular among his fellows. His mental traits, ripened through wide and intimate contact with men and affairs and by much reading and travel, were marked by breadth of view, originality of ideas and independence of thought, which with a natural apteness of expression and power of effective statement, made him interesting in conversation and discourse and forcible in controversy.

With intimates his speech was well-nigh as frank and free as his thought; often leavened with humor, always (when in health) with good nature: and if in discussing real issues to be faced and placed,he sometimes urged his view or criticised an opposing one with an apparent excess of ardor, it was not due to lack of human kindness and sympathy in his make up, but rather to keen interest, ample courage and faith in his cause. Withal, he was equally ready to concede points scored by an opponent, and left no sting in the hearts of those with whom he differed.

He has now laid down in honor and loyalty at the feet of his Alma Mater and of the Commonwealth, the burden and the harvest that go with high privilege and duty done, after the longest term of service given by any present or former member of this Board; and was himself conspicuous in making that period the richest and most fruitful in the history of the College he loved so well.

Be It Therefore Resolved:

That this Memorial be inscribed upon the records of this Board; and

That a copy hereof be sent to his beloved wife and family, to whom we offer our deepest sympathy.

The following officers of the Board were elected for the ensuing year:

His Excellency, Samuel W. McCall, President.
Charles A. Gleason, of New Braintree, Vice-President.
Wilfrid Wheeler, of Concord, Secretary.
Fred C. Kenney, of Amherst, Treasurer.
Charles A. Gleason, of New Braintree, Auditor.

STANDING COMMITTEE OF THE CORPORATION.

Committee on Finance.

Charles A. Gleason, Chairman,
George H. Ellis,
Edmund Mortimer,
Arthur S. Pollard,
Nathaniel I. Bowditch,
Frank A. Hosmer,

Committee on Course of Study and Faculty.

William Wheeler, Chairman,
Frank A. Hosmer,
David Snedden,
Elmer D. Howe,
Davis R. Dewey,
John F. Gannon,
James F. Bacon.

Committee on Farm.

Nathaniel I. Bowditch, Chairman,
Frank Gerrett,
George H. Ellis,
Edmund Mortimer.

Committee on Horticulture.

Harold L. Frost, Chairman,
Charles A. Gleason,
Elmer D. Howe,
Wilfrid Wheeler,

Committee on Experiment Department.

Charles H. Preston, Chairman,
Wilfrid Wheeler,
Harold L. Frost,
Edmund Mortimer,
Arthur S. Pollard.

Committee on Buildings and Arrangements of Grounds.

Frank Gerrett, Chairman,
William Wheeler,
Charles Preston,
George H. Ellis,

Committee on Extension Service.

Elmer D. Howe, Chairman,
George H. Ellis,
Harold L. Frost,
Davis R. Dewey,
Wilfrid Wheeler,
John F. Gannon.

Committee on Legislation.

Frank A. Hosmer, Chairman,
Charles A. Gleason,
William Wheeler,
Harold L. Frost.

The President presented from the Finance Committees various budgets and apportionments for the ensuing year, covering expenditures in the General College account, the Extension Service, and the Experiment Station; and it was

VOTED: To approve the budgets and apportionments as presented.

On recommendation of the Finance Committee, it was

VOTED: To accept the following resignations:

Miss Mabel R.Chase, First Clerk, Extension Service, January 15, 1916.
Miss Dorothy Tyacke, Stenographer, Treas.Office, October 26, 1915.
Miss Dorothy Smith, Clerk, Dept of Floriculture, December 10, 1915.
Miss Anne Butler, Library Assistant, November 13, 1915.
Miss Bertha A. Brockhaus, Clerk, Pres. Office, December 31, 1915.

VOTED: To confirm the following appointments:

Mr. Elbert L. Arnold, Extension Service, Succéssor to Miss Case,Salary $1000.per year, to take effect Jan.--1916.
Miss Loúise G.Davidson, Telephone Operator, salary $480. to take effect November 15, 1915.
Miss Vivian Roy, Library Assistant, salary $660. to take effect November 29, 1915.
Miss Eleanor Barker, Clerk,Dept.of Floriculture, salary $600. to take effect December 13, 1915.
Miss I.A.Martin, Stenographer. Treas.Office, salary $540. to take effect October 25, 1915.
Mr. Alexander Smart, Assistant to the Commandant, salary $480. to take effect November 2, 1915.

It was

VOTED: To approve the following Executive Order to become effective December 1, 1915.

1. Outside of the State:-All accounts against the institution for travel outside of the state by members of the Staff, whether chargeable against "College travel" or against other funds, will be paid by the Treasurer only on approval of the President, and in accordance with the proper requisition also approved by the President prior to the trip for which expense is incurred.

2. Inside the State:-(a) Travel bills for trips inside the state, chargeable against"College Travel" will be subject to rule 1. (b) Travel bills chargeable to Experiment Station, Extension Service, or department funds, require only the approval of the proper Director or department head, and should be preceded by the usual requisition to the Treasurer.

3. This order abrogates no Trustee rule with reference to travel, except the one requiring that all travel shall be approved by the President in advance.

It was

VOTED: To be the policy of the Trustees not to reverse the decision of the head of the department in the matter of engaging and dismissing unskilled laborers.

The President reported on the Saturday Half-Holiday situation, and it was

VOTED: To leave to the President, the Treasurer, and the Trustees' Committees affected, with power, the further consideration of, and action on this matter.

It was

VOTED: To authorize Vice-President Gleason and President Butterfield to call at their discretion the Chairmen of the various Standing Committees of the Trustees to discuss and act upon emergency matters falling within their jurisdiction.

It was

VOTED: To authorize the Committee on Course of Study and Faculty to consider at their discretion questions of cooperation between the College and other State and National agencies dealing with questions of agriculture and agricultural education.

It was

VOTED: That the Chairman appoint a committee of two, shall act with himself to consider the question of improving hotel accommodations at Amherst.

Pursuant to the above vote, the Chairman appointed on this Committee Messrs. Bowditch and Mortimer.

Meeting adjourned.

SPECIAL MEETING, I

President's Office, M.A.C., May 27, 1916.

CALL: There will be a special meeting of the Trustees of the Massachusetts Agricultural College, at the office of the President of the College, Amherst, on Saturday, May 27, 1916, at 8.30 o'clock, a.m. The principal matters for discussion at that time are:

1. Salary increases and new positions for the next collegiate year.

2. Matters connected with the forthcoming investigation of the college.

Very truly yours,
(Signed)Wilfrid Wheeler,
Secretary,Trustees,M.A.C.

PRESENT: Messrs. Gleason, Bacon, Bowditch, Dewey, Frost, Gannon, Gerrett, Hosmer, Mortimer, Pollard, and President Butterfield.

In the absence of Secretary Wheeler, Mr. Watts was appointed Secretary Protem.

The call for the meeting was read.

It was

VOTED: To approve without reading the minutes of the meeting of January 7, 1916.

It was

VOTED: To approve the following changes in the clerical staff:

CHANGES IN THE CLERICAL STAFF.

Position:	Former Encumbent:	Date of Resignation:	Successor:	Date of Appointment:	
Clerk, Ext. Serv.,	Miss H. Griffin,	Feb.7,1916.	Miss F. Torrey,	Jan.31,1916.	$720
Clerk, Div.of Hort.,	Miss G.E.Russell,	Feb.5,1916.	Miss E. Barker,*	Apr.1, 1916.	600
Sten.,Div. of Hort.,	Miss H.C.Pomeroy,#	Apr.1,1916.	Miss.E.Streeter,	Apr.1, 1916.	540
Cataloguer,Library,	Miss A.M.Chandler,	Mar.31,1916.	Miss L.M.Damon,	Mar.1, 1916.	900
Clerk,Dept.of Botany,	Miss J.V.Crocker,	Apr.30,1916.	Miss G.Nutting,	Apr.1, 1916.	720
Clerk,Dept.Agri.Econ,			Miss L.W.Hager,	Dec.1, 1915.	660
Clerk,Pres.Office,			Miss E.Brewster,	Aug. 1, 1916.	720

* Transferred from Clerk in Dept. of Floriculture,
\# Transferred from Stenographer, Div.of Hort., to Clerk, Dept.of Floriculture.

It was

VOTED: To approve the changes in personnel and new appointments in accordance with the following memorandum:

CHANGES IN PERSONNEL AND NEW APPOINTMENTS.

Position:	Encumbent:	Date of Resignation:	Successor:	Date of Appointment:	Salary:
Instructor in Farm Adminstration,	W.M.Peacock,			Jan.1,1916.	$1400.
Assistant in Agri. Economics,	F.W.Read,	Mar.31,1916,	R.H.Hotis,	Mar.29,1916.	960.
Assistant Chemist, Exp.Station,	C.W.Davis,	Mar.18,1916.	W.A.Allen,	Mar. 1,1916.	840.
Assistant in Vet. Science,Exp.Sta.,			#J.B.Lentz,	Feb. 7,1916.	1200.

Appointed in place of G.M.Hall, who was elected by the Trustees Jan. 7, 1916, but who did not accept the appointment.

It was

VOTED: To endorse the general program for the development of the department of Entomology stated in the letter of President Butterfield to Dr.H.T. Fernald under date of May 1, 1916.

On recommendation of the Committee on course of study and Faculty, it was

VOTED: That Professor F.C.Sears be granted a leave of absence from July 1, 1916 to December 31,1916 on full pay.

It was

VOTED: To grant Professor J.A.Foord a leave of absence for one year, his salary for the period to be $2000; the precise time for this leave to be arranged by the President.

On recommendation of the Committees on Course of Study and Faculty and Experiment Department, it was

VOTED: To approve the following reorganization of the department of botany:

Instruction:

A.Vincent Osmun, Professor and Head of the Department, - full salary to be charged to Instruction account.
P.J.Anderson,Associate Professor of Botany, - ¾ salary to be charged to Instruction.
Orton L. Clark,Assistant Professor of Botany, - ½ salary to be charged to Instruction.
F.A.McLaughlin,Instructor in Botany, - full salary to be charged to Instruction.-On leave,1916-1917.
----------,Instructor, - full salary to be charged to Instruction.
Graduate Assistants by arrangement with the President.

Experiment Station:

A.Vincent Osmun,Botanist,-full salary to be charged to Instruction.
George E.Stone, Research Physiologist,full salary to be charged to Experiment Station.
George H.Chapman,Research Physiologist,-salary to be charged to Experiment Station.
Paul J. Anderson, Associate Plant Pathologist,-¼salary to be cahrges to Experiment Station.

Orton L.Clark,Assistant Plant Physiologist,-½ salary to be charged to Experiment Station.

It was

VOTED: To leave to the President and Director of the Experiment Station, with power, the adjustment of Dr. Stone's future relationships with the institution.

It was

VOTED: To declare a vacancy, on date of August 31,1916 in the position of assistant in the department of botany now filled by Mr. Raymond G. Smith.

It was

VOTED: To appoint Mr. George W. Martin, Instructor in Botany, at a salary of $1200. per year, the same to take effect September 1, 1916.

It was

VOTED: To accept the resignation of Mr. F.N.Blanchard, as Instructor in Zoology and Geology, to take effect August 31, 1916, and to authorize the President to fill the vacancy.

It was

VOTED: To leave to the President, with power, the question of extra compensation for Professor William L. Machmer on account of special services rendered as student adviser and on special research projects during the summer.

It was

VOTED: To grant a leave of absence to Mr. F.A.Laughlin of the department of botany for the year beginning September 1, 1916, and during this period he be paid $700. to prosecute studies in further preparation for work at this institution.

It was

VOTED: To approve the following adjustment of work for various Members of the department of chemistry of the Experiment Station:

1. That R.W.Ruprecht resume his work with Professor Morse,July 1st.

2. That C.L.Beals, who has been working with Professor Morse during the past year, he made assistant to Mr. Smith for the months of July and August.

3. That beginning September 1st, Mr. C.L.Beals, be assigned to work in animal nutrition under Dr. Lindsey,-Mr. Beal's salary being met from September 1st.

4. That T.L.Harrocks, be appointed as assistant chemist to work under P.H.Smith-the appointment to become effective September 1st at a salary of $840. per year.

5. That Mr.W.A.Allen's appointment in the fertilizer section be made permanent.

On recommendation of the Committee on Experiment Department it was

VOTED: That the De Laval Industrial Tests be continued indefinitely on the basis of arrangements approved in 1915.

It was unanimously

VOTED: That from September 1, 1916, the salary of President Butterfield be $7500. per year with perquisites as at present granted.

It was

VOTED: To establish the following new positions in the college, and that the President be authorized to fill them at his discretion at salaries not to exceed the maxima stated:

1. Instruction in freshman agriculture,.....	$4000.
2. Field agent,.....	1000.
3. Instructor in agri.economics, in lieu of assistant and graduate assistant, no extra cost,.....	----
4. Assistant in English,.....	900.
5. Instructor in floriculture, in lieu of grad. asst.,.....	700.
	$6600.

It was

VOTED: To authorize the President to employ, if in his judgment it is advisable, extra clerical assistance, additional graduate assistants, and student advisers, not to exceed the maxima indicated:

1. Additional clerks,.....	$2400.
2. Additional graduate assistants,.....	3000.
3. Student advisers,.....	1000.
	$6400.

On recommendation of various Committees of the

Trustees the following salary increases and changes title were voted to become effective September 1, 1916:

SALARY INCREASES FOR 1916-1917.

Adminstration:

Name:	Position:	Present Salary:	New Salary:
Kenyon L. Butterfield,	President,	$5000.	$7500.
Edward M. Lewis,	Dean, (Full time Serv.at M.A.C.	2750.	4000.
Fred C. Kenney,	Treasurer,	3600.	3800.
Ralph J. Watts,	Secretary	2000.	2200.
James A. Foord,	Head of Div.of Agriculture,	3200.	3350.

Instruction:

Name:	Department:	Rank:	Present Salary:	New Salary:
S.B.Haskell,	Agronomy,	Professor,	$2425.	-----
F.G.Merkle,	Agronomy,	Assistant,	960.	$1080.
Earl Jones,	Agronomy,	Assist.Professor,	1700.	1800.
E.L.Quaife,	Anil.Husbandry,	Assist.Professor,	1650.	1800.
W.P.B.Lockwood,	Dairying,	Professor,	2700.	3000.
Samuel Coons,	Dairying,	Instructor,	1700.	1800.
H.E.Baldinger,	Dairying,	Instructor,	1050.	1250.
O.A.Jamison,	Dairying,	Asst.Professor,	1800.	1900.
J.C.Graham,	Poultry husbandry,	Professor,	2700.	3000.
L.F.Payne,	Poultry husbandry,	Instructor,(Asst.Prof.)	1550.	1650.
C.I.Gunness,	Rural Engin.,	Professor,	2325.	2500.
A.K.Harrison,	Land.Gard.,	Asst.Professor,	1750.	1850.
A.H.Nehrling,	Floriculture,	Asso.Professor,	2500.	2600.
A.S.Thomson,	Market Gard.,	Asst.Professor,	1600.	1700.

A.V.Osmun,	Botany, (Professor & Head of Dept.)	Asso. Professor,	$2100.	$2600.
P.J.Anderson,	Botany, (Asso. Professor)	Asst.Professor,	1800.	2000.
F.A.McLaughlin,	Botany,	Instructor,	1260.	1400.
Ernest Anderson,	Chemistry,	Asso.Professor, (Prof.)	2375.	2500.
C.A.Peters,	Chemistry,	Asso.Professor, (Prof.)	2450.	2500.
Paul Serex,Jr.,	Chemistry,	Assistant,	840.	1080.
W.L.Machmer,	Mathematics,	Asst.Professor,	1675.	1800.
C.R.Duncan,	Mathematics,	Asst.Professor,	1650.	1700.
B.A.Hazeltine,	Mathematics,	Assistant,(Title left to Pres.)	1020.	1100.
C.E.Marshall,	Microbiology,	Professor,	3800	4000.
F.H.VanSuchtelen,	Microbiology,	Asso.Professor,	1900.	2100.
A.Itano,	Microbiology,	Assistant,(Instructor)	1000.	1200.
H.C.Thompson,	Physics,	Assistant,	840.	960.
G.E.Gage,	Vet.Science,	Asso.Professor,	2375.	2500.
C.E.Gordon,	Zool.& Geol.,	Asso.Professor,	2250.	2350.
R.W.Neal,	English,	Asso.Professor,	2200.	2300.
H.E.Smith,	English,	Asst.Professor,	1650.	1750.
W.E.Prince,	English,	Instructor,	1500.	1600.
F.P.Rand,	English,	Instructor,	1100.	1200.
Miss H.Goessmann,	English,	Instructor,	1050.	1150.
A.A.Mackimmie,	French,	Asso.Professor,	2200.	2300.
W.R.Hart,	Agri.Ed.,	Professor,	2500.	2600.
A.E.Cance,	Agri.Econ.,	Professor,	2325.	2600.
John Phelan,	Rur. Soc.,	Professor,	2500.	2600.
C.S.Hicks,	Physical Ed.,	Asso.Professor,(Prof.)	2325.	2600.
H.M.Gore,	Physical Ed.,	Assistant, (Instructor)	1075.	1350.
C.R.Green,	Library,	Librarian,	1950.	2000.
Miss Jefferson,	Rur.Soc.Sci.,	Secretary,	1250.	1350.

Experiment Station.

Name:	Department and Rank:	Present Salary:	New Salary:
J.R.Alcock,	Assistant,	$750.	$780.
H.L.Allen,	Laboratory Assistant,	890.	900.
C.L.Beals,	Assistant Chemist,	1140.	1200.
A.I.Bourne,	Assistant Entomologist,,	1260.	1320.
J.P.Buckley,	Assistant Chemist,	1140.	1200.
G.H.Chapman,	Assistant Botanist,	1900.	2000.
O.L.Clark,	Assistant Botanist,	1600.	1680.
R.L.Coffin,	Assistant,	900.	960.
E.F.Gaskill,	Assistant Agriculturist,	1590.	1680.
H.D.Goodale,	Research Biologist, Poultry Husb.,	2125.	2250.
H.D.Haskins,	In charge of Fertilizer Div.,	2375.	2500.
E.B.Holland,	Associate Chemist,	2375.	2500.
J.T.Howard,	Collector,	1020.	1080.
C.P.Jones,	Assistant Chemist,	1180.	1300.
F.W.Morse,	Research Chemist,	2375.	2500.
J.K.Shaw,	Research Pomoligist,	1900.	2100.
R.W.Ruprecht,	Assistant Chemist,	1080.	1200.
P.H.Smith,	In charge of Feed Division,	2125.	2250.
A.P.Sturtevant,	Assistant in Veterinary Science,	1200.	1380.
F.H.VanSuchtelen,	Research Microbiologist,	---	100.
L.S.Walker,	Assistant Chemist,	1560.,	1620.

Extension Service.

Name:	Department and Rank:	Present Salary:	New Salary:
E.N.Boland,	Instructor in Pig Club Work,	$1500.	$1650.
W.H.Broncon,	Instructor in Farm Demonstration,	1475.	1650.

Extension Service (Cont.)

Name:	Department and Rank:	Present Salary:	New Salary:
Miss Comstock,	Professor of Home Economics,	$2100.	$2200.
E.H.Forbush,	Correspondence Courses,	1850.	1900.
J.C.Graham,	Professor of Poultry Husbandry,	----	100.
W.P.B.Lockwood,	Professor of Dairying,	----	100.
A.G.Lunn,	Instructor in Poultry Husbandry,	1800.	1900.
E.L.Morgan,	Prof. of Community Planning,	2200.	2300.
O.A.Morton,	Professor of Agr.Education.	2450.	2500.
Miss Nash,	Instructor in Agr. Education,	1100.	1200.
S.R.Parker,	Assistant State Leader,	3000.	3500.
R.W.Rees,	Instructor in Pomology,	2050.	2200.
Miss Sayles,	Instructor in Home Economics,	1400.	1500.
W.F.Turner,	Instructor in Animal Husbandry,	1700.	1800.

CLERKS.

Name:	Rank:	Department:	Present Salary:	New Salary:
ADMINSTRATION:				
Miss O.M.Turner,	Clerk,	Reg. Office,	$720.	$780.
Miss Irene Martin,	Stenographer,	Treas.Office,	600.	660.
Miss E.Bishop,	Clerk,	Treas.Office,	600.	660.
John Broadfoot,	Cashier,	Treas.Office,	1000.	1200.
Mrs. Mary Shores,	Clerk,	Dean's Office,	720.	780.

INSTRUCTION:

Miss Eleanor Barker,	Clerk,	Horticulture,	$600.	$720.
Miss L. Davidson,	Tel.Operator,	Agriculture,	480.	530.
Miss E.L.Houghton,	Clerk,	Microbiology,	720.	780.
Miss L. Damon,	Cataloguer,	Library,	900.	960.
Miss Ethel Turner,	Assistant,	Library,	600.	660.
Miss Vivian Roy,	Assistant,	Library,	660	720.
Miss Lena Chapman,	Assistant,	Library,	660.	720.
Miss H.C.Pomeroy,	Clerk,	Floriculture,	600.	660.
Miss Grace Gallond,	Clerk,	Dairying,	360.	390.
Miss Marion Guertin,	Sten.,(Clerk)	Beekeeping,	660.	720.
Miss A.M.Gilbert,	First,Clerk,	Div.of Agriculture,	780.	840.

EXPERIMENT STATION:

Miss Ethel Felton,	Stenographer,	Director's Office,	720.	780.
Miss Mellor,	Clerk,	Chemistry,	720.	780.
Miss M. Curry,	Clerk,	Poultry Husbandry,	660.	720.

EXTENSION SERVICE:

E.L.Arnold	Chief Clerk,	Director's Office,	$1000.	$1100.
Miss G.Grover,	Clerk,	Director's Office,	720.	780.
Miss E.E.Mooney,	Stenographer,	Poultry Husbandry,	600.	660.
Miss A.Wentworth,	Stenographer,	Farm Adminstration,	600.	660.
Miss P.J.Cogswell,	Stenographer,	Agr. Education,	540.	600.
Miss Helena Keiber,	Stenographer,	Correspondence Courses,	600.	660.
Miss L. Hager,	Clerk,	Agr. Economics,	330.	360.
Miss Grace Gallond,	Clerk,	Dairying,	360.	390.
Miss L.S.Hadfield,	Clerk,	Director's Office,	600.	660.

MAINTENANCE AND OPERATING

John J. Barber,	Farm Superintendent,	$1200.	$1300
L. S. Dickinson,	Foreman of Grounds,	1200	1300
T. F. Butterworth,	Assistant Engineer,(Engineer)	1500	1600
James Whiting,	Foreman, Greenhouses	1100.	1200.

It was

VOTED: To authorize the Treasurer to transfer from current account to special legislature appropriation for this purpose, as much as possible of the expenses already incurred during the current fiscal year for improvements and equipment.

On recommendation of the Committee on Finance it was

VOTED: That hereafter increases in Experiment Station salaries take effect September 1.

Professor H. E. Robbins and Mr. L. E. Fielding, Manager of the 1916 Index, presented a statement relative to the financial status of the 1916 Index. Mr. Fielding stated that before graduation he would settle the account in full.

It was

VOTED: To ask Professor H.E.Robbins to formulate for the Commencement meeting of the Trustees a recommendation relative to the responsibility

of the college in collecting class taxes, and in guaranteeing the payment by the class of bills incurred by it for duly authorized purposes.

Professor H.E.Robbins and Mr. H.T.Whitney,1916, appeared and stated the financial situation of the 1916 calendar. No action was taken.

It was

VOTED: That the Committee on Buildings and Grounds be authorized to take such steps as are necessary to consummate the purchase of the Mt. Toby forest tract in accordance with the authorization made by the legislature of 1916.

It was

VOTED: To approve the exchange of the Q.T.V.Land for an equal area of college land, and to authorize the Committee on Buildings and Grounds to consummate this exchange in accordance with the authority granted by the Legislature of 1916 in Special Act,Chapter 317.

It was

VOTED: To authorize the Committee on Buildings and Grounds to carry out the provisions of the Legislative Act of 1916 relative to the payment of claims of certain sub-contractors for Stockbridge Hall.

It was

VOTED: To authorize the Committee on Buildings and Grounds to consummate the purchase out of current funds of such parcels of land under consideration as funds now available will permit, in accordance with the provisions of this legislative act of 1916.

It was

VOTED: To authorize the Committee on Buildings and Grounds to make such contracts and to undertake such projects for improvements and the purchase of new equipment, as are necessary and authorized by Act 104 of 1916.

On recommendation of the Committee on Course of Study and Faculty it was

VOTED:To endorse new courses and the reorganization of courses as follows:

Plan for calculating credits for courses.

One credit for one recitation or one two hour laboratory period for twelve weeks.

That, on this basis of calculation, the requirements for graduation be 220 credits.

That the major in botany be changed to economic botany, The adoption of separate majors in rural sociology and agricultural economics to take the place of the major now offered by these combined departments, the details to be worked out at a later date.

New Courses.

Rural Engineering (1) Elective - if equipment is available.

Farm Adminstration 3.-Farm and cost accounting, be substituted for the course in Farm Adminstration 3.

Pomology 8.

Market Gardening 4.

Military Science:

11 and 12 - Junior Tactics.
15 and 16 - Senior Tactics.

Courses in Rural Sociology as a substitute for courses now offered.

1. Elements of Rural Sociology, - Required.
2. Rural Organization.
3. Field Work in Rural Sociology,
4. Rural Law.
5. Farmers' Organizations.
6. Rural Government.
7. Rural Social Surveys,
8. Social Condition of Rural People.
9. Seminar.

Courses in Botany to be substituted for courses now offered:

Botany 1c. - Morphology and taxonomy.
Botany 2a. - 1c. - Avatomy, Physiology and etiology.
Botany 3b. - Taxonomy of lower plants.
Botany 5. - Morphology and taxonomy.
Botany 7. - Diseases of crops.
Botany 8. - Continuation of 7.
Botany 10.- Systematic mycology.

Botany 11.- Continuation of 10.
Botany 12.- Continuation of 11.
Botany 13.- Histology.
Botany 16.- Plant pathology.
Botany 17.- Continuation of 16.
Botany 18.- Continuation of 17.
Botany 19.- Plant physiology.
Botany 20.- Continuation of 19.
Botany 21.- Continuation of 20.
Botany 23.- Cytology and embryology.
Botany 24.- Continuation of 23.
Botany 26.- Shade tree management.
Botany 28.- Seminar.
Botany 29.- Same as 28.
Botany 30.- Same as 28 and 29.

The President reported the opinion of the Attorney-General, by letter dated January 20, 1916, relative to the payment of a college employee after the date of his decease.

It was

VOTED: To spread on the records of the Trustees the substance of this opinion, which is as follows:

"If the payment proposed to be made was of money belonging to the Massachusetts Agricultural College, as a corporation distinct from the State, there could be no legal objection to this action, but by St. 1911,c.311, all property, real or personal, belonging to the Massachusetts Agricultural College, not held by it upon special trusts, vested in the Commonwealth, so that moneys derived from other sources, as well as direct appropriations by the Legislature, are now held by your institution as trustee for the public. The real question then is whether public moneys can be expended for this purpose.

"There is an implied condition in every contract for personal services that the employee will be able to perform such services in case of his death during the contract of employment the employer's liability to pay further compensation or salary is terminated. And if such payment is made it would be in the nature of a gratuity.

"R.L. c.6, #58, dealing with salaries payable from the Treasury of the Commonwealth, provides, in part, as follows:-

"No salary shall be paid to any person for a longer period than that during which he has been actually employed in the duties of his office".

"For the above reasons I feel compelled to advise that, in my opinion, such a payment as you propose would

be an unauthorized expenditure of public funds."

Meeting adjourned.

R. J. Watts, Secretary pro tem.

MINUTES OF MEETING OF BOARD OF TRUSTEES.

President's Office, M.A.C., Amherst, June 20, 1916, 9:15 a.m.

PRESENT: Messrs. Gleason, Bowditch, Ellis, Frost, Gerrett, Hosmer, Mortimer, Pollard, Wilfrid Wheeler, William Wheeler, and President Butterfield.

The call of the meeting was read.

The minutes of the meeting of May 27, 1915, were approved without reading.

Mr. C.H.Gould and Mr. R.F.Taber of the senior class appeared, and explained the reason for an unpaid bill owed the college by the class. After discussion it was

VOTED: That this matter be left for adjustment by the class.

It was further

VOTED: That the President and Treasurer be requested to submit to the Trustees at an early date a recommendation that shall determine the relation of the college to a class where the class is involved in a financial obligation to the college on account of expenditures in connection with college property.

On recommendation of the faculty it was

VOTED: That the degree of Bachelor of Science be conferred upon the following list of seniors who have completed their work:

Class of 1916.
Harold Aiken,
Frank Albert Anderson,
Francis Marshall Andrews, Jr.
Dwight Fletcher Barnes,
Fred Leslie Walker Barnes,
Herbert Walker Bishop,
Nelson Uhler Blanpied,
Edward Everett Hale Boyer,
William Henry Brazil,
Harold Nute Caldwell,

Emilio Joseph Cardarelli,
Esther Helen Chase,
Raymond Lincoln Chisholm,
Raymond Luckey Clapp,
Saxon Dickinson Clark,
Alfred Lynn Coe,
Albert Sumner Coleman,
William Stanton Coley,
Alcide Telesphor Courchene,
Harry Ambrose Curran,
George Newlon Danforth,
Homer Chester Darling,
Frank Leslie Davis,
William Cowls Dickinson,
Walter Eugene Dodge,
Raymond Chase Eldredge,
Ralph Cary Estes,
Charles Henry Fernald, 2d.
Lester Edward Fielding,
Harry Reymer Gaventa,
Benjamin Anthony Gilmore,
Alfred Anthony Gioiosa,
Theodore Whitford Glover,
Clinton Foster Goodwin,
Burton Googins,
Charles Holt Gould,
Carlton Merrick Gunn,
Clayton Marden Hager,
Stanley William Hall,
William Lombard Harris, Jr.,
Thomas Lincoln Harrocks,
Reginald Hart,
Frank Eugene Haskell,
Charles Edward Hathaway, Jr.
Justin Stanley Hemenway,
Arthur Ekman Hendry,
Albert James Hicks,
Mae Faustina Holden,
Charles Albert Huntington, Jr.
Fred William Jerome,
Linus Hale Jones,
Perley Balch Jordan,
Harold Russell Kelly,
Ralph Gillette Kilbon,
Edward Lee King,
Guy Lord Knapton,
Kenneth Bradford Laird,
Conrad Hugo Lieber,
Albert Evert Lindquist,
Harold Greenleaf Little,
Wilbur Trow Locke,
Harold Butterworth Mahan,
Harold Gleason Mattoon,
Raymond Alson Mooney,

Charles Wicker Moses,
Harold Augustus Mostrom,
John William Murphy,
Clayton Wells Nash,
James Thomas Nicholson,
George Bradford Palmer,
Edgar Adams Perry,
Philip Asbury Plaisted,
David Potter,
Stanley Marshall Prouty,
George Burrill Ray,
Gilbert Warren Rich,
Everett Stackpole Richards,
Dean Albert Ricker,
Tyler Stewart Rogers,
Louis Victor Rowe,
Ernest Samuel Russell,
William Edward Ryan, Jr.
Benjamin Charles Louis Sander,
Everett Shovelton Sanderson
Frank Joseph Scheufele,
Lewis Schlotterbeck,
Perez Simmons,
Frederick Campbell Stearns,
Abraham Strauss,
Durelle Swan,
Ralph Fred Taber,
Richard Craig Taft,
Alfred Topham,
Thomas Carlton Upham,
Howard Graves Verbeck,
Herbert Halden Walkden,
Henry Marshall Walker,
Everett Lawrence Wentworth,
Raymond Scott Wetherbee,
Leon Fradley Whitney,
Carrick Earl Wildon,
Harold Curtis Woolley.

On recommendation of the graduate staff it was

VOTED: To confer the degree of Doctor of Philosophy upon the following named candidates:

DOCTOR OF PHILOSOPHY.
George Henry Chapman,
Arao Itano,
Rudolf William Ruprecht.

On recommendation of the graduate staff it was

VOTED: To confer the degree of Master of Science upon the following named candidates:

MASTER OF SCIENCE.
Robert Pierson Armstrong,
Carlos Loring Beals,
Russell Fort Lund,
Paul Serex, Jr.,
Arthur Searle Thurston.

The Treasurer reported on the amount of money to be required in order to acquire the Leonard-Dickinson land, the total amount being approximately $9,400, this amount to be reduced by $1500. to be received for a portion of the land to be sold to Professor Hasbrouck, and to be reduced by a further sum of about $500. on account of interest to be remitted by Mr. John F. Dickinson.

It was

VOTED: That this report be accepted.

It was

VOTED: That the President be requested to express to Mr. John F. Dickinson the appreciation of the Trustees for his generous consideration of the interests of the college in the acquisition of this land.

It was

VOTED: That the Trustees authorize the Committee on Buildings and Grounds to purchase the Courtney land on East Pleasant Street, provided the Committee consider the acquisition a desirable one.

Professors Brooks, Hurd, Waugh and H.F.Tompson appeared and presented statements in connection with the use of the funds appropriated by the Legislature of 1916 for the Market Garden Station in the vicinity of Boston.

It was

VOTED: That the Chairmen of the Trustees' Committees on Experiment Station, Horticulture, and Extension Service, and the Secretary of the

Board, constitute a special committee to carry out the provisions of acts of the year 1916 relative to a Market Garden Station, and to report to the Trustees a plan of organization and administration of such a station.

Mr. Bowditch reported the following plan for the distribution of milk produced at the farm:

1. D.Whiting andsons of Boston will take 550 quarts per day, paying 9½¢ per quart and 5¢ per pint, that the agreement for this purchase be drawn in the form of a legal contract, and that it contain a clause stipulating that bills due the college from D.Whiting & Sons must be paid within thirty days, and that in case of failure to comply with this requirement the Treasurer be instructed to draw on D.Whiting & Sons for the amount of the bill.

2. The surplus will be sold to the dining hall for table use at 6¢ per quart, it being understood that enough milk will be produce to practically supply the table use.

It was

VOTED: That no change be made in the total amount of funds allotted by the institution for the support of market gardening work until the special committee above appointed shall have reported.

It was

VOTED: To accept the resignation of Mr. Ralph W. Rees, as Associate Professor of Pomology in the Extension Service, the same to take effect July 31, 1916.

It was

VOTED: To authorize the President, the Director of the Extension Service, and the Head of the Division

of Horticulture to fill the vacancy caused by the resignation of Professor Rees.

It was

VOTED: To accept the resignation of Mr. O.A.Morton, Extension Professor of Agricultural Education, to take effect June 30, 1916.

It was

VOTED: To authorize the President, the Director of the Extension service, and the Head of the Department of Agricultural Education to fill the vacancy caused by the resignation of Professor Morton.

It was

VOTED: That the title of the "Leader of County Work for Women" be added to the present title of Miss Laura Comstock, to take effect July 1, 1916.

It was

VOTED: To rescind that portion of the vote of May 27, 1916, relative to salary increases as applies to the salary of Mr. S.R.Parker, and that the original contract be adhered to, namely that the salary of $3500. per year of Mr. S.R.Parker take effect January 1, 1917.

Professor Hurd presented a report on the 1917 Celebration, and stated that the following preliminary program had been arranged:

Executive committee 1917 Celebration.

The committee met in Professor Hurd's office May 29 at 4 P. M. There were present Professor Hurd, Professor Lockwood and Professor Waugh.

The minutes of May 9 were adopted.

An outline of a tentative program for the 1917 celebration was adopted as follows:

Tuesday Oct. 9

P. M. Addresses from delegates
Evening. Formal reception by the

Governor, the President and the Trustees.

Wednesday Oct. 10

A. M. Meeting under auspices of American Association of Agricultural Colleges and Experiment Stations.

Noon. Luncheon to official delegates.

P. M. The Pageant

Evening. Alumni Evening. Supper and program.

Thursday Oct. 11

A. M. Historical program

Noon. Luncheon for invited guests

P. M. The big speaker.
The Pageant.

Evening. Open? Pageant?

Friday Oct. 12

A. M. Battalion Drill. 9 o'clock.
Inspection of College Departments 10 o'clock

Noon. Public outdoor dinners

P. M. Intramural athletic meet.

Evening. Student stunts.

Saturday Oct. 13

A. M. Dedication of Athletic field.

P. M. Dartmouth--M. A. C. game

Professor A. S. Thomson was appointed chairman of the Invitations Committee in place of Dr. C. A. Peters, Dr. Peters being retained on the committee.

The Committee adjourned.

F. A. Waugh,

Secretary.

MINUTES OF THE MEETING OF THE TRUSTEES.

Hotel Bellevue, Boston, November 8, 1916, at 6.30 p.m.

The following notice was mailed to each Trustee:-

Boston, October 31, 1916.

Dear Sir:

At the request of five members, there will be a meeting of the Trustees of the Massachusetts Agricultural College, at the Hotel Bellevue, Boston, on Wednesday, November 8, 1916, at 6.30 o'clock, p.m.

Very truly yours,
(Signed) Wilfrid Wheeler,
Secretary.

In accordance with the above notice the Trustees of the Massachusetts Agricultural College met at the Hotel Bellevue, Boston, November 8, 1916, at 6.30 p.m.

PRESENT: Messrs. Gleason, Bacon, Bowditch, Dewey, Frost, Gannon, Gerrett, Hosmer, Howe, Mortimer, Pollard, Preston, Wilfrid Wheeler, William Wheeler, and President Butterfield; Treasurer Kenney, Directors Brooks and Hurd, and Dr. Lindsey were also present.

The President read a letter from the Secretary of Mr. George H. Ellis, concerning the serious illness of Mrs. Ellis. It was

VOTED: That President Butterfield, on behalf of the Trustees, send to Mr. Ellis a note of sympathy.

Director Brooks stated that Mr. Arnold P. Sturtevant, a member of the staff of veterinary science, had been offered an attractive position in the United States Department of Agriculture, and recommended a substantial increase in Mr. Sturtevant's salary in order to retain his services at M.A.C. After discussion it was

VOTED: To refer to the Committee on Experiment Station, with power, the question of salary for Mr. Arnold P. Sturtevant.

Mr. Howe presented a report from the Joint Committee on Cooperation between the Board of Agriculture

and the Massachusetts Agricultural College. The articles of the report were freely discussed by members of the Board and by members of the faculty present, and on motion of Mr. Gerrett it was

VOTED: That the report on cooperation between the Board of Agriculture and the College be referred back to the Joint Committee for further consideration.

On motion of Mr. William Wheeler it was

VOTED: That when the Joint Committee on Cooperation is prepared to make a further report, a special meeting of the Trustees be held to consider the same.

On motion of President Butterfield it was

VOTED: To accept the resignation of Mr. Eric N. Boland, as Extension Instructor in Charge of Pig Club Work, the same to take effect approximately December 1, 1916, and to authorize the President and Director Hurd to fill the vacancy at their discretion.

On motion of Mr. Bowditch, it was

VOTED: To accept the offer of the United States Department of Agriculture of $1500, for the salary of an Extension Instructor to take charge of Poultry Club Work, the College to pay the necessary traveling and maintenance expenses; this appointment to take effect approximately January 1, 1917.

Professor Hurd, in behalf of the Executive Committee In Charge of the 1917 Celebration, presented a program which had been agreed upon by the Committee, and on motion of Mr. Frost it was

VOTED: To approve the program of the 1917 Celebration as follows:

Sunday, October 7
3:00 p.m. - Outdoor Commemorative Program, Pageant Grounds (a big speaker).

Monday, October 8
A.M. - Dedication of the Athletic Field (Intramural Meet)
2:30 p.m.-- Mich. Aggie vs. Mass. Aggie Game.
5:00 p.m.-- Alumni Dinner and Program.
8:00 p.m.-- Undergraduate Night.

Tuesday, October 9

A.M.	-Addresses by Delegates.
12:00 M.	-Class Reunions.
1:00 p.m.	-Luncheon to Delegates.
3:00 p.m.	-Pageant.
8:00 p.m.	-Formal Reception by the Governor, the Trustees and President. Fraternity Reunions.

Wednesday, October 10

A.M.	-Meeting of Association of American Agricultural Colleges and Experiment Stations. (Program to be of historical nature, particularly "Aggie" history.)
12:30 p.m.	-Outdoor Dinner.
2:00 p.m.	-The Big Speaker.
3:30 p.m.	-Pageant.
7:30 p.m.	-Possibly a third performance of the Pageant.

On motion of Mr. Hosmer it was

VOTED: To authorize the President to invite, on behalf of the Trustees, the Association of American Agricultural Colleges and Experiment Stations to meet in Springfield, Mass., October, 1917, in order that delegates may participate in the 1917 Celebration.

On recommendation of the President, and on motion of Mr. Hosmer, it was

VOTED: To authorize the President and Director Hurd to negotiate with Mr. W. C. Langdon to come to Amherst approximately January 1, 1917, and work under the direction of the 1917 Celebration Committee until after the Celebration, and agree to pay Mr. Langdon for this extra service an additional honorarium of $1000.

On motion of President Butterfield, it was

VOTED: To authorize the Special Committee of the Trustees in Charge of the Market Garden Sub-Station, together with the Treasurer of the College, to consummate the purchase of such a tract of land for the Market Garden Sub-Station as may be agreed upon by the Special Committee.

On motion of Mr. Hosmer it was

VOTED: To approve for payment by the Auditor of the Commonwealth, bills incurred by certain officers of the institution on account of inspec-

tion of sites for Market Garden Sub-Station, as follows:

Kenyon L. Butterfield, - - $24.42
Harold F. Tompson, - - -- 21.25
Frank A. Waugh, - - - - -- 6.16
Frank A. Waugh, - - - - -- 10.32

It was

VOTED: To appoint the following delegates to attend the forthcoming meetings of the Association of American Agricultural Colleges and Experiment Stations, and other Agricultural Associations, to be held at Washington, D.C. in November, 1916:

Representing the College:
President K. L. Butterfield,
Hon. Payson Smith.

Representing the Experiment Station:
Dr. W. P. Brooks,
Dr. James B. Paige.

Representing the Extension Service:
Prof. W. D. Hurd.

Representing the Experiment Station at Association of Official Agricultural Chemists, Nov. 20-22, - Dr. E. B. Holland,
Mr. L. S. Walker.

Representing the Experiment Station at Association of Feed Control Officials, November 16-18 - Mr. P. H. Smith.

On motion of Mr. Gannin it was

VOTED: That the sum of $200. be paid Dr. C.E.Marshall, as extra compensation on account of special services rendered during the Summer School, 1916, in connection with the Graduate Summer School of Agriculture.

On recommendation of the President and on motion of Mr. Frost it was

VOTED: That the salary of Miss Nell C. Milton, Stenographer in Department of Agricultural Education, be $660.per year from date of December 1, 1916.

On recommendation of the President, and on motion of Mr. Hosmer it was

VOTED: That the salary of Miss Elsa Slattery, Stenographer in the Extension Service, be $720.per year from date of December 1, 1916.

The President submitted the following recommendation:

That the President be authorized to recommend at his discretion to the Trustees a maximum salary of $720. per year for certain stenographers when in his judgment that salary is justified.

On motion of Mr. Hosmer it was

VOTED: To refer the above recommendation to the Committee on Finance.

On recommendation of the Faculty Committee on Health and Sanitation it was

VOTED: That a helper be employed at the Infirmary at a cost not to exceed $40. per month, this sum to include the cost of board of the helper, and that the adjustment of amount and manner of payment of board for the helper be left to Dr. Marshall.

On recommendation of the Committee on Buildings and Grounds it was

VOTED: To adopt the following legislative budget for 1917, leaving to the Special Committee on Market Garden Sub-Station, the question of the separate introduction of a bill for properly equipping the Sub-Station:

Legislative Budget, 1917.

Library	$250,000.
Equipment and Improvements	75,000.
Poultry Building	4,200.
Student Dormitory	50,000.
Dining Hall Improvements	10,000.
Rural Engineering Shops	9,000.
Power Plant, turbine house, and Steam Line Tunnels	90,000.
Total	$488,200.

On motion of Mr. Hosmer it was

VOTED: That the Vice-President of this Board be authorized to negotiate with the State Board of Agriculture for a joint conference at the time of the annual meeting of the Board of Agriculture, to discuss the question of co-operation between the two organizations.

On motion of Mr. Howe, it was

VOTED: To adjourn.

Clifford Howe
Secretary.

ANNUAL MEETING.

Room 460, State House, Boston, January 5, 1917, at 9.30 a. m.

Call: The Annual Meeting of the Trustees of the Massachusetts Agricultural College will be held at the office of the State Board of Agriculture, 136 State House, Boston, Mass., on January 5, 1917, at 9.30 o'clock a. m.

Very truly yours,

(Signed) Wilfrid Wheeler.
Secretary.

PRESENT: Messrs. Gleason, Bacon, Bowditch, Dewey, Ellis, Frost, Gannon, Gerrett, Hosmer, Pollard, Preston, Smith, Wilfrid Wheeler, William Wheeler and President Butterfield; Treasurer Kenney was also present.

The call of the meeting was read by the Secretary.

On motion of Mr. Bowditch it was

VOTED: To suspend the reading of the minutes of the meeting of November 8, 1916, and to approve the minutes as prepared and distributed to each member.

Dr. Payson Smith, representing the Investigation Commission, discussed briefly the work to date of that Commission, and stated that the Commission was not yet ready to submit its report to the Legislature of the work assigned to it, and he stated further, that in view of the fact that the Commission was not yet ready to make a complete report, they deemed it inadvisable to pass on the legislative budget submitted by the College for 1917.

In view of the statement of Dr. Smith, the Trustees considered the legislative budget approved November 8, 1916, and on motion of Dr. Dewey it was

VOTED: To be the sense of the Trustees that the items for the Library and Student Dormitory be not pressed in the Legislature for 1917, unless the report of the Investigation Commission is presented in time to make use of its report concerning new building operations.

On motion of Mr. Bowditch it was

VOTED: To invite the Governor to lunch with the Trustees this day at the City Club.

The President submitted to the Trustees for their consideration various plans for permanent support of the College. The question was discussed at length, and on motion of Mr. William Wheeler it was

VOTED: To be the sense of the Trustees that action on any plan of permanent financial support for the College be deferred until some later date.

The President presented his annual report for the past year, and read nearly all of that portion devoted to the consideration of an adequate plan of financial support for the College.

It was

VOTED: To accept, as presented, the report of the President for the year ending November 30, 1916, and to adopt the same as the report of the Trustees.

The Treasurer submitted his financial report for the last fiscal year, and it was

VOTED: To accept, as presented, the report of the Treasurer for the year ending November 30, 1916.

It was

VOTED: That the Chairman appoint a nominating committee to present a schedule of committee appointments for the ensuing year.

Pursuant to the above vote, the Chairman appointed Messrs. Preston, Bowditch and Gerrett.

Professor Harold F. Tompson appeared before the

Trustees and made a brief report of progress on the development of the market garden field station project, and it was

VOTED: To accept and approve the above report.

Director Hurd appeared before the Trustees, and presented the budget of expenses to be incurred in connection with the 1917 celebration, and on motion of Mr. Hosmer it was

VOTED: To accept the report, and to approve the following budget:

Proposed Budget for 1917 Celebration:

General Expenses:		
Printing,	$250.	
Postage,	75.	
Traveling Expenses of Speakers	200.	
Two Luncheons to Delegates	400.	
Miscellaneous	275.	$1200.
Athletics:		
Intramural Meet,	400.	
Possible Deficit Football game,	400.	800.
History:		
Preparation and Printing,	1000.	1000.
Bibliography:	600.	600.
Pageant:		
Salary Master,	2000.	
Composer of Music,	500.	
Designer of Color,	250.	
Orchestra,	500.	
Copying of Music	50.	
Costumes,	750.	
Poster,	100.	
Publicity,	500.	
Grandstand,	1000.	
Miscellaneous	350.	6000.
Insurance on Pageant,	600.	600.
TOTAL		$10200.
Estimated Receipts:	$5400.	
Balance		$4800.

On motion of Mr. Ellis it was

VOTED: That at 1:00 p.m. this day the Trustees adjourn to the City Club for lunch and for the continuance of business.

The President and Mr. Farley explained a proposed bill for further State aid for the supervision of boys' and girls' club work. Mr. Farley stated that in his opinion there is no great demand for such aid at this time. It was

VOTED: To be the sense of the Trustees that no legislation should be sought at this time for further State aid for the supervision of boys' and girls' club work.

On recommendation of the Committee on Extension Service it was

VOTED: To accept the resignation of Mr. Earnest D. Waid, Assistant Director of the Extension Service, and to authorize the President and Director to fill at their discretion the vacancy thus caused.

On motion of Mr. Ellis it was

VOTED: That Director Brooks be authorized to seek in the Legislature of 1917 an amendment to the feed law, whereby the date of registration will be changed from September 1st to January 1st, provided the President after obtaining further information is satisfied that such an amendment is desirable.

On motion of Mr. Hosmer it was

VOTED: To authorize the employment of a graduate assistant in Agricultural Economics at a salary of $420.per year, to be paid from Experiment Station funds, the same to take effect as soon as a suitable candidate can be secured.

On recommendation of the Committee on Buildings and Grounds it was

VOTED: That the cold storage building be called "Fisher Laboratory" in honor of the late Jabez Fisher of Fitchburg.

There was received from the Committee on Buildings and Grounds the following report on the purchase of land, the deed of each parcel of which had been approved by the

Attorney General before the purchases had been consummated:

From John F. Dickinson & E. F. Leonard, approximately 7 acres for $7850. - Sept. 15, 1916.

From W. R. Brown, approximately 1/2 acre for $500. - Sept. 20, 1913.

From Ernest MacPhee, approximately 12 acres for $4800.- (Market Gard.) Dec. 9, 1916.

From Estate of John Graves, approximately 755 acres for $30,000. (Mt. Toby) Dec. 18, 1916.

From George Cutler, approximately 1 acre and house for $7200., Jan. 3, 1917.

The President reported the following resignations, new appointments and appointments to new positions:

NEW POSITIONS.

Position:	Name:	Date of Appointment:	Salary:
Field Agent.	Charles H. Gould.	July 1, 1916.	$1000.
Assistant in Rural Sociology.	Joseph Novitski.	Sept. 1, 1916.	900.
Assistant in English.	Philip W. Payne.	Sept. 1, 1916.	600.
Shop Asst., Rural Engineering.	George F. Pushee.	Sept. 20, 1916.	1080.
Instructor in Poultry Husbandry.	Everett H. Rucker.	Sept. 1, 1916.	1400.
Instructor in Agri. Economics.	Ralph M. Rutledge.	Sept. 1, 1916.	1400.
Asst. Professor of Horticulture.	John T. Wheeler.	Sept. 1, 1916.	2000.
Ext. Agent in Charge of Poultry Club Work.	R. W. Henninger.	Jan. 1, 1917.	1500.
Stenographer, Ext. Service.	Doris Clark.	Dec. 4, 1916.	540.
Inventory Clerk, Treas. Office.	Maude Chambers.	Nov. 1, 1916.	600.
Asst., Dept. of Physical Education.	Llewelyn L. Derby.	Sept. 1, 1916.	750.
Stenographer, Dept. of Dairying.	Katherine L. Fenton.	Sept. 1, 1916.	540.
Stenographer, Offices of Dean and Registrar.	Margaret T. Gaskell.	Sept. 1, 1916.	540.
Stenographer, Dept. of Entomology.	Helen A. Martin.	Oct. 14, 1916.	540.
Assistant, Library.	Ethel M. Turner.	Nov. 26, 1915.	660.

RESIGNATIONS AND NEW APPOINTMENTS.

Position:	Former Encumbent:	Date of Resignation:	Successor:	Date of Appointment:	Salary:
Instructor in Dairying.	H.E.Baldinger.	Aug. 1, 1916	H. D. Drain.	Aug. 1, 1916.	$ 1250.
Clerk, Div. of Agri.	Miss F.E.Boynton..	July 25,1916	#Miss A.Wentworth..	Aug. 1, 1916.	720.
Stenographer, Ext. Serv.	Miss P.J.Cogswell.	July 17, 1916	#Miss L.S.Hadfield.	Sept.1, 1916.	660.
First Clerk,Div. of Agri.	Miss A.M.Gilbert.	Nov. 9, 1916	#Miss A. Wentworth.	Nov. 1, 1916.	720.
Clerk, Ext. Service.	#Miss L.S.Hadfield.	Sept. 1, 1916	Miss E.L.Kennedy..	Sept. 1, 1916.	600.
Clerk, Grad. School.	Miss E.L.Houghton.	Sept. 1, 1916	Miss M.F.Dondale..	Aug. 14,1916.	720.
Asst. Chemist,Exp. Sta..	R.W.Ruprecht.	Dec. 1,1916.			
Asst. Prof. of English..	H.E.SMith.	Aug. 31,1916	C.H.Patterson.	Sept. 1, 1916.	1400.
Stenographer, Ext. Serv.	Miss E. Slattery..	Dec. 9,1916	(Miss M.Pomeroy from Nov. 27-Dec.23)		600.
			(Miss G. Miner,	Dec. 19,1916)	540.
Prof. of Botany.	G.E.Stone.	Sept. 30,1916.			
Asst.in Vet.Science, Exp. Station.	A. P.Sturtevant.	Nov. 30,1916.			
Asst. Director of Ext. Service.	E. D. Waid.				
Stenographer,Div.Agri..	#Miss A.Wentworth.	Aug. 1,1916.	Miss H.Dewar.	July 1,1916.	540.
Clerk, Div.of Agri.	#Miss A.Wentworth.	Nov. 1,1916.	Miss M.G.Hanifin.	Nov. 13, 1916.	600.
Instructor in Zoology*			Stanley C.Ball.	Sept. 1, 1916.	1350.

Transferred.

* Resignation already been accepted.

RESIGNATIONS AND NEW APPOINTMENTS-CONTINUED.

Asst. Chemist, Exp. Sta* . . .	[1]John B. Smith. . . .	Oct. 1, 1916.	$ 840.
Supervisor of Junior Extension*	George L. Farley.. .	Sept. 1, 1916. . . .	3000.
Ext. Instructor in Pomology*	Austin D. Kilham. .	Aug. 1, 1916.	1800.
Ext. Inst. in Charge of Pig Club Work*	Victor A. Rice. . .	Dec. 4, 1916.	1500.

*Resignation already been accepted.

[1]Appointed in place of T.L. Harrocks who was elected May 27, 1916, but did not accept.

On motion of Mr. Preston it was

VOTED: To approve the executive order, issued by the President, whereby the salary of Dr. J. B. Lentz was on date of September 1, 1916 increased from $1200. to $1300. per year, the same being charged to Experiment Station account.

On motion of Mr. Hosmer it was

VOTED: To approve the executive order, issued by the President, authorizing the employment of an additional assistant in the department of Veterinary Science at a salary of not to exceed $1000. per year, the appointment to expire on or before August 31, 1917.

On motion of Mr. Hosmer it was

VOTED: To endorse the action of the President in employing a Shop Assistant in Rural Engineering at a salary of $1080. per year.

On motion of Dr. Dewey it was

VOTED: To approve the action of the President in appointing a stenographer in the Extension Service for boys' and girls' club work, to perform the work formerly done by students.

It was

VOTED: To endorse the action of the President in authorizing the promotion of Miss Grace B. Nutting to the position of Curator in the Department of Botany at a salary of $900. per year, and authorizing the appointment of an additional stenographer in the department of Botany at a salary of $600. per year.

The President presented budgets and apportionments for the College, Experiment Station and Extension Service and Short Courses for the ensuing year, all of which apportionments had been considered and approved by the Finance Committee.

After discussion it was

VOTED: To approve the budget and apportionment of the College, funds as presented for the year ending November 30, 1917, subject to revision which the Trustees may make March 1, 1917 or shortly thereafter.

It was

VOTED: To approve as presented the budget and apportionment of funds for the Experiment Station for the year ending November 30, 1917, subject to such minor revisions in the same as the Committee on Experiment Department may make.

It was

VOTED: To approve as presented the budget and apportionment for Extension Service and Short Course Funds for the year ending November 30, 1917.

On recommendation of the Committees on Extension Service and Finance, it was

VOTED: That the salary of Mr. F. A. Cushing Smith, Extension Instructor in Civic Improvement, shall be $2000. per year from date of February 1, 1917.

On recommendation of the Finance Committee it was

VOTED: That for regular and unclassified students entering the College on or after September 1, 1917 from states other than Massachusetts, the tuition charge will be $60. per year.

On recommendation of the Finance Committee it was

VOTED: That from September 1, 1917 the salary of Miss Edna Sanders, Bookkeeper, be $840. per year, provided she will agree to remain at least one year from that date.

VOTED: That from January 1, 1917 the salary of Miss Alice M. Howard be $900. per year.

Secretary Wheeler reported on the progress made with respect to the plans of cooperation between the College and the Board of Agriculture, and on motion of Mr. Gerrett it was

VOTED: To approve the following articles of principle which should govern the relationships of these two organizations:

I. The State Board of Agriculture and the Massachusetts Agricultural College are, or should be regarded as public agencies, to be supported by public funds and to be subject to appropriate state control.

II. The chief function of the State Board of Agriculture is administrative.

III. The chief function of the State Agricultural College is educational.

IV. There should be a standing Joint Committee on Cooperation and Adjustment, comprised of two or more members of the Board of Agriculture and a similar number from the Board of Trustees of the College, in addition to the Secretary of the Board and the President of the College.

V. Memoranda of agreement. - There should be distinct written agreements on the form and method of division of labor in all cases where there is, in the opinion of either institution, any overlapping or duplication of work.

VI. It is understood that in the matter of employment of members of the College staff as executive officers in the control or other work of the Board, there will be definite agreements between the Board and the College.

The President explained briefly the plan recently developed by the War Department for a reserve officers' training corps, and on motion of Mr. Hosmer it was

VOTED: To instruct the President to apply for the establishment at the Massachusetts Agricultural College of a reserve officers' training corps.

The following officers and standing committees were elected for the ensuing year:

Officers of the Corporation:

His Excellency Governor Samuel W. McCall of Boston, President.
Charles A. Gleason of New Braintree, Vice-president,
Wilfrid Wheeler of Concord, Secretary,
Fred C. Kenney of Amherst, Treasurer,
Charles A. Gleason of New Braintree, Auditor.

Standing Committees:

Committee on Finance:

Charles A. Gleason, Chairman,
George H. Ellis,
Nathaniel I. Bowditch,
Arthur G. Pollard,
Frank A. Hosmer,
Edmund Mortimer.

Committee on Course of Study and Faculty.

William Wheeler, Chairman,
Frank A. Hosmer,
Elmer D. Howe,
Payson Smith,
Davis R. Dewey,
John F. Gannon,
James A. Bacon.

Committee on Farm:

Nathaniel I. Bowditch, Chairman, George H. Ellis,
Frank Gerrett, Edmund Mortimer.

Committee on Horticulture:

Harold L. Frost, Chairman, Elmer D. Howe,
Charles A. Gleason, Wilfrid Wheeler.

Committee on Experiment Department.

Charles H. Preston, Chairman, Arthur G. Pollard,
Wilfrid Wheeler, Harold L. Frost,
Edmund Mortimer.

Committee on Buildings and Arrangement of Grounds.

Frank Gerrett, Chairman, Charles H.Preston,
William Wheeler, George H. Ellis,
James F. Bacon.

Committee on Extension Service.

Elmer D. Howe, Chairman, Davis R. Dewey,
George H. Ellis, Wilfrid Wheeler,
Harold L.Frost, John F. Gannon.

Committee on Legislation.

Frank A. Hosmer, Chairman, Charles A. Gleason,
George H. Ellis, William wheeler,
Harold L. Frost.

The President read a letter from Miss Louise Graves concerning the purchase of Mt. Toby.

The President read abstracts from a report of Mr. Charles H. Gould, Field Agent of the College.

Meeting adjourned.

Wilfrid Wheeler
Sec.

MINUTES OF MEETING OF BOARD OF TRUSTEES.

State House, Boston, April 14, 1917, at 9:30 a.m.

CALL: Boston, April 6, 1917.

Dear Sir:-

At the request of five members, there will be a meeting of the Board of Trustees of the Massachusetts Agricultural College, at 136 State House, Boston, on Saturday, April 14, 1917, at 9.30 o'clock, a.m.

Very truly yours,

(Signed) Wilfrid Wheeler.

Secretary, Trustees, M.A.C.

PRESENT: Messrs. Gleason, Frost, Mortimer, Gerrett, William Wheeler, Bacon, Pollard, Hosmer, Bowditch, Ellis, Gannon, Wilfrid Wheeler, and President Butterfield; Treasurer Kenney was also present.

The call of the meeting was read.

President Butterfield presented a report on the Market Garden Station.

It was

VOTED: To accept and adopt report of Committee on Market Garden Field Station, including the following plan of Administration of the Station:

Market Garden Field Station.

Plan of Administration.

The following recommendations represent the majority opinion of those members of the College staff who have been considering the matter of the best form of administrative organization for this piece of work.

1. This enterprise shall be known as the Market Garden Field Station of the Massachusetts Agricultural College.

2. The Station is to be considered an integral part of the College Department of Market Gardening and under the general management of the Head of that Department.

3. The immediate supervision of the Station shall be in the hands of a Field Superintendent to be elected by the Trustees. He will be in charge and will live close by. Other employees may be added as necessary, the appointments of these being made in the usual way.

4. It is recommended that Professor H. F. Tompson be elected Field Superintendent.

5. All the work taken up at the Field Station should be on the basis of written projects duly approved, in accordance with existing project methods, by those members of the staff of the institution who are concerned.

6. All maintenance funds should be apportioned by the Trustees on the basis of approved projects.

7. Ordinarily, estimates will come from the Field Superintendent, approved by the administrative officers concerned, for equipment, salaries, maintenance, etc. The Treasurer shall have a separate fund and a separate account for the Field Station. Bills will be paid in accordance with the general plan of business organization.

8. In all respects, the Field Superintendent should follow the general College rules and methods in taking up work, in securing the approval of the Department Head, the Division Head, etc. General speaking, in demonstration work and other forms of extension work, projects should be approved by the Director of the Extension Service. In tests and in research or experimental work to be done at the Station, projects should be approved by the Director of the Experiment Station. The Head of the Department will naturally correlate the various activities of the Station through the appropriate administrative officers of the College. The Director of the Experiment Station will be responsible for correlating in the usual way the services of various departments of the institution that may need to cooperate in problems connected with the work of the Station.

9. It is desirable to organize an Advisory Committee made up of members of the Boston Market Gardeners' Association and possibly some other members of the staff than those immeidately connected with the Department of Market Gardening.

10. The Trustees' Committee on Horticulture should be designated as the Trustees' Committee in charge of the Market Garden Field Station.

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It was

VOTED: To lay the matter of the Fertilizer law on the table.

Upon recommendation of the Committee on Course of Study and Faculty it was

VOTED: That the degree of Master of Landscape Architecture be authorized in connection with graduate work offered in the department of Landscape Gardening, and that for this degree there be required one year's experience in addition to the period of one and one-half year in residence.

VOTED: That the degree of Doctor of Philosophy be authorized for major work in the department of Agricultural Economics.

VOTED: That the degree of Doctor of Philosophy be authorized for major work in the department of Rural Sociology.

Wilfrid Wheeler Sec

(Minutes to this point were reported by Secretary Wilfrid Wheeler; the minutes following were, in the absence of Secretary Wheeler, taken by Mr. Ralph J. Watts.)

On recommendation of the Committee on Course of Study and Faculty it was

VOTED: To adopt the following new courses and modification of present courses, except that the date when the Market Gardening courses should become effective be left to the discretion of the President:

New Courses:

Conservation and Economic Zoology:

51, II. - Conservational Zoology.

76, II.(a) Economic Zoology - Birds in Their Relations to Crops, Insects and Man.

77, III.(a) Economic Zoology - Birds in Their Relations to Crops, Insects and Man.

Agricultural Economics;

53, 3. - Agricultural Credit Facilities.

Courses to be offered in Summer of 1917 in Division of Horticulture:

Pomology.
Market Gardening.
Landscape Gardening.53.
Plant Materials.

New Development of the Market Gardening Department:

Market Gardening: Course 1. Market Gardening Practice.

Course 2. Market Garden Crops.

Course 3. Market Garden Crops.

Course 4. Practical Market Gardening.

Course 5. Systematic Variety Study.

Course 7. The Business of Commercial Vegetable Growing.

Creation of a Major in Market Gardening.

Work for Women to be substituted for work in Physical Education and Military Science:

1,I. - Elementary Microbiology.

3,III.-Elementary Microbiology for Women.

25,I.- Personal Hygiene.

27,III.Sanitary Science.

It was

VOTED: To ratify the action of the Faculty in graduating in April Messrs. Walter Adams Mack, Everett Langdon Upson and Arthur Franklin Williams.

VOTED: To ratify the following arrangement for supply for Professor Hart during his leave of absence:

C. R. Reed. . . . .$400.
A. G. Fletcher. . . 100.

On recommendation of the Committee on Extension Service, it was

VOTED: That Director W. D. Hurd be granted a leave of absence from approximately November 1, 1917 to September 1, 1918, and that during this period his salary be at the rate of $250. per month; further, that from the date of his return his salary be $4500. per year.

On recommendation of the President it was

VOTED: To accept the resignation of Mr. Erwin H. Forbush, Supervisor of Correspondence Courses, and to authorize the President and Director of the Extension Service to fill the vacancy thus caused.

The President reported for record the following resignations and new appointments.

RESIGNATIONS AND NEW APPOINTMENTS.

Former Encumbent:	Date of Resignation:	Successor:	Title :	Date of Appointment:	Salary:
(S. B. Haskell)....	June 30,1916.	A.B.Beaumont. ...	Asso.Prof.of Agronomy....	Mar.1,1917.....	$2000.
A. H. Nehrling.. ..	Mar. 15,1917.	C.L.Thayer .. .	Temporary Instructor &... Acting Head Dept. Flori...	Mar.16,1917....	100. per month.
(E.D.Waid).	Mar. 8, 1917.	B. W. Shaper. . .	Assistant to Director of Extension Service.	Mar. 1,1917...	2000.
		Robert Scull. . .	Asst.Chemist, Exp.Sta. . .	Feb.1,1917....	840.
		# W. S. Krout. . .	Field Pathologist,Exp.Sta.	Apr.15,1917...	1400.
Miss M. P. Curry. .	Mar. 9, 1917.	Miss R.G.Leslie..	Clerk,Dept.of Poult.Husb...	Feb. 26,1917..	660.
Miss M. B. Chambers	Mar. 28,1917		Clerk, Treas. Office.		
Miss H.L.Webster...	Mar. 22,1917.	Miss M. Kelsey .	Clerk,Treas. Office. . . .	Feb. 26, 1917.	660.
Miss K.L.Fenton.. .	Feb. 13,1917.	Miss F. Powers..	Stenographer,Dept. of..... Dairying	Feb. 1,1917...	540.
		#Miss E.L.Welch..	Stenog.,Dept. Botany. . ..	Jan. 2,1917...	600.
		#C.L.Kendall. . .	Clerk,Mailing Dept.Ext. S.	Jan. 15,1917 .	600.

New Positions.

On recommendation of the Committee on Buildings and Grounds, it was

VOTED: To authorize the Committee on Buildings and Grounds to take at their discretion an option on the so-called Walsh land and houses located in Amherst and adjoining land now owned by the College.

VOTED: That the action of the President be ratified whereby Mr. Newton Wallace was placed on the retired list on date of February 1, 1917, on half pay, this amount being $520. per year.

VOTED: That the Angus land be purchased on the expiration of the option on it, May 1, 1917, and that until December 1, 1917 the funds for carrying this purchase be taken from the income of various trust funds; on December 1, 1917, the purchase price to be replaced from the current funds of the institution.

VOTED: To authorize the Treasurer to execute on behalf of the Trustees a lease to the Sigma Phi Epsilon Fraternity of a parcel of approximately one-half acre of land situated on the west side of Pleasant Street, the lease to run for fifty years at an annual rental of $125. The lessee shall at all times hold the lessor harmless and indemnified from and against all taxes, betterments and assessments that may, at any time during the term of the lease, be assessed, laid or levied upon the leased premises and any erections thereon.

On recommendation of the Committee on Finance, it was

VOTED: To accept the resignations of Miss Edna M. Sanders, Bookkeeper, and Miss Eleanor Bishop, Clerk, in the Treasurer's Office.

VOTED: To approve the following appointments to the above positions:

Miss Alice E. Gustafson, Bookkeeper, salary $840. per year.

Miss Elizabeth Stracham, Clerk in the Treasurer's Office, salary $660. per year.

The President discussed the salary situation, and presented various recommendations for salary increases to become effective September 1, 1917.

The Treasurer also presented a statement of the financial condition of the College on date of March 31, 1917.

It was agreed that further consideration of salary increases be deferred until a later date.

It was

VOTED: To introduce into the Legislature of 1917 a bill asking for an emergency appropriation of approximately $25,000. to cover the increased cost of coal, labor, and other supplies, and that the President and Treasurer prepare a detailed statement covering this appropriation.

On recommendation of the Committee on Finance, it was

VOTED: That the salary of Mr. Charles R. Green, Librarian, be $2250. from date of September 1, 1917 and $2500. per year from date of September 1, 1918.

It was

VOTED: To authorize the President to employ at his discretion, provided funds were available, an assistant to the library at a salary not to exceed $600. per year beginning September 1, 1917.

The Trustees

VOTED: Not to endorse the recommendation of the Committee on Experiment Department to increase the salary of Dr. J. B. Lentz to $1600. per year.

It was

VOTED: Not to increase the salary of Mr. Harold M. Gore, Instructor in the Department of Physical Education and as Athletic Coach, to $2000. per year.

On recommendation of the Committee on Course of Study and Faculty it was

VOTED: To grant extra compensation to the following members of the Faculty as Student Advisers:

Prof. W.L.Machmer.	$300.
Mr. F. P. Rand.	125.
Prof. H. E. Robbins. . . .	100.
Prof. A.A.Mackimmie. . . .	100.
Prof. Ernest Anderson. . .	100.

It was

VOTED: To endorse the action of the President in placing at the disposal of the Public Safety Commission the services of himself and such other members of the staff as are demanded, and to leave to the President with power the question of what further contribution the College can make to the work of State and National preparedness.

It was

VOTED: To leave to the Faculty with power the question of the date of the forthcoming Commencement.

It was

VOTED: That the President discuss with the Athletic Board the question of continuing intercollegiate athletics during the present term, and that the President and the Athletic Board dispose of this question as they consider prudent.

Meeting adjourned.

R. F. Watts Sec Pro tem

SEMI-ANNUAL MEETING.

President's Office, M.A.C., Amherst, June 30, 1917, at 10.00 a.m.

Call: The Semi-Annual Meeting of the Trustees of the Massachusetts Agricultural College will be held at the office of the President, in Amherst, on June 30, 1917, at 10.00 o'clock a. m.

Very truly yours,

(Signed) Wilfrid Wheeler,
Secretary.

PRESENT: Messrs. Gleason, Bowditch, Ellis, Gannon, Hosmer, Howe, Mortimer, William Wheeler, and President Butterfield.

The meeting was called to order by Vice-President Charles A. Gleason. In the absence of the Secretary of the Board, Mr. Watts was chosen Secretary pro tem.

The call for the meeting was read.

Dean Lewis presented the list of candidates for the degree of Bachelor of Science, and the Treasurer made a report concerning the financial status of these candidates. On motion of the President it was

VOTED: To confer the degree of Bachelor of Science upon such of the following list as have no financial obligations, but that the diplomas be withheld from any whose financial account with the Treasurer is not settled:

Philip Rodney Babcock,
Oswald Behrend,
Alfred Whitney Bell, Jr.,
Ralph Cedric Blake,
Robert Stewart Boles,
Wesley Copeland Bonn,
Alfred Booth,
Harold Prescott Boyce,
Lewis Taylor Buckman,
David Herbert Buttrick,
Glenn Howard Carruth,
Frank Shirley Chamberlin,
Charles Henry Clough,
Walter Irving Cross,
Charles Warren Curtin,
Mansell Henry Davis,
James Harold Day,
Paul Wheeler Dempsey,
Harold Gammell Dickey,
Thomas Stevenson Dillon,

John Thomas Dizer,
Edward Stanley Duffill,
Henry Gurney Dunham,
Francis Gill Edwards,
Ralph William Elliot,
George Charles Everbeck,
Ralph Watson Fearing,
Katherine Adelheld Fellows,
George Basil Fisher,
Wayne McCrillis Flagg,
Oliver Simeon Flint,
Maurice Goldstein,
Leland Jenkins Graham,
Emory Ellsworth Grayson,
Carl Alfred Gurshin,
Charles Henry Hagelstein,
Frank Edward Harlow,
Paul Goodhue Harlow,
Roswell Woodward Henninger,
Harry Higginbotham,
Richard Lynde Holden,
Ralph Clifton Holder,
Franklin Homer Hubbell,
William Raymond Irving,
Edmund Dean Kelsey,
Lincoln David Kelsey,
Alfred Oberlin Kinsman, Jr.,
Frederick Christian Larson,
Paul Walker Latham,
Milford Robinson Lawrence,
Brooks Light,
Albert Briggs Loring,
Harry Crowther Lydiard,
Walter Adams Mack,
Daniel Johnston MacLeod,
Horace Greenough Marchant,
Frank Willard Mayo,
William Irving Mayo, Jr.,
Michael Joseph McNamara,
Dana Otis Merrill,
Newell Moorhouse,
Herman Beaman Nash,
John Brockway Nelson,
Samuel Verne Noyes,
Harold Barnard Pierce,
Harold Arthur Pratt,
Charles Frederick Quimby,
Earle MacNeill Randall,
Lewis Elmer Richardson,
Raymond Miller Rodger,
Roland Winsor Rogers,
Hans Alfred Rorstrom,
Louis Warren Ross,
Harry Samuel Saidel,
George Leonard Sargent,
William Putnam Saunders,
John Martin Sauter,
William Saville, Jr.,
Leonard Charles Schaefer,
Andrew Nathan Schwab,

Edwin Reimund Selkregg,
Herbert Dwight Smith,
Richard Woodworth Smith,
Almon Whitney Spaulding,
Paul Revere Squires,
Carlton McIntyre Stearns,
Albert Ralph Stiles,
Harold Thurber Stowell,
William Wallace Thayer,
Samuel Fuller Tuthill,
Everett Langdon Upson,
Henry Blood Walbridge,
Merrill Pomeroy Warner,
Harold Manson Warren,
James Joseph Warren,
Frank Cedric Webster,
Robert Clayton Westman,
Warren Draper Whitcomb,
Harold Tichener Whitney,
Joseph Fradley Whitney,
Calmy Wies,
Charles Raymond Wilber,
Timothy Palmer Wilcox,
Arthur Franklin Williams,
Herbert Clifton Williams.

The President reported that at the request of the Graduate Staff certain advanced degrees had been conferred June 27. On motion of Mr. Howe, it was

VOTED: To confirm the action of the President in conferring the degree of Master of Science upon the following named men:

Harold Campbell Bales,
Edward Albert Chapin,
William Leonard Doran,
Ernest Ellsworth Fish,
Frederick Grover Markle,
Satwaji Gundoji Mutkekar,
Stuart Cunningham Vinal.
J. Stanley Cobb.

It was

VOTED: To accept the following resignations of members of the staff:

Name:	Title:	Date:	Salary:
Samuel Coone.	Instructor in Dairying.	July 31, 1917. . .	$1800.
Ethel H. Nash.	Ext. Instructor in Agri. Education.	June 30, 1917. . .	1200.
Alice E. Gustafson.	Bookkeeper, Treas. Office.	May 29, 1917. . .	840.
R. M. Rutledge.	Instructor in Agri. Economics.	May 14, 1917. . .	1400.
George W. Martin.	Instructor in Botany.	May 28, 1917. . .	1200.
Eleanor Barker.	Clerk, Div. of Horticulture (Approx) . . .	July 1, 1917. . .	720.
Helen A. Martin.	Stenographer, Dept. of Entomology	July15, 1917. . .	540.
Charles H. Gould.	Field Agent.	July31, 1917. . .	1000.
(Indefinite leave of absence without pay for service with Hampden County Farm Bureau)			
Grace F. Nutting.	Curator, Dept. of Botany.	July 15, 1917. . .	900.

The President reported a list of new appointments, and on motion of Mr. Wheeler it was

VOTED: To confirm the following list of new appointments:

Name:	Title:	Salary:
S. E. Van Horn.	Instructor in Dairying.	$1800.
Helen M. Norris.	Ext. Instructor in Agricultural Education.	1200.
Eleanor Barker.	#Bookkeeper, Treasurer's Office.	840.
Otto F. Wilkinson.	Instructor in Agri. Economics.	1600.
W. S. Krout.	Field Pathologist, Dept. of Botany, Exp. Station.	1400.
A. G. Hecht.	Asst. Prof. & Head of Dept. of Floricul.	1750.
Stuart C. Vinal.	Asst. Entomologist, Exp. Station.	1500.
Mae F. Holden.	Curator, Dept. of Botany.	800.

Advanced from position of Clerk.

It was

VOTED: To authorize the payment of salaries for summer school instruction in accordance with the accompanying schedule:

Elizabeth Bell - - -	$ 25.
Walter Campbell- - -	60.
F. D. Clark- - - - -	100.
Viola J. Anderson- -	150.
Agnes B. Ferguson- -	100.
B. N. Gates- - - - -	50.
Dr. Paul Phillips- -	50.
J. C. Graham- - - --	100.
Ida E. Hall- - - - -	50.
Josephine Hall - - -	100.
Earl Jones- - -- - -	100.
C. J. Maynard--- - -	200.
J. C. McNutt- - - --	100.
W. S. Regan- - - - -	100.
F. W. Ried- - - - --	150.
Lillian Phillips- --	100.
F. C. Sears- - - - -	100.
R. J. Sprague- - - -	50.
J. T. Wheeler- - - -	150.
James Whiting- - ---	75.
A. S. Thomson- - - -	100.
Florence Levenasler-	25.
W. G. Buchanan- - -	50.
Esther Waugh- - - --	20.
Dr. Sargent- - - - -	30.
	$2135.

It was

VOTED: To authorize the payment of salaries for supervision of the Boys' Camp to be held in July and August, 1917, and to pay such portion of these amounts out of college funds as may be necessary:

Name:	Salary per Month: *	Board per Month:	*Travel:
H. M. Gore- - - -	$150.	-	-
S. R. Parsons-- -	100.	$16.	$ 25.
J. J. Lee- - - --	50.	-	-
J. A. Chapman- --	30.	16.	30.
C. A. Rowe - - --	35.	16.	-
H. L. Harrington-	40.	16.	5.
E. J. Mansell- -	35.	16.	5.
Jack Hardy- - - -	35.	16.	5.
J. K. Barber, Jr.,	10.	16.	5.
Robert Howes- - -	10.	16.	5.
Paul Reed- - - - -	10.	16.	5.
Ralph Stevens- - -	10.	16.	5.
S. C. Duffill- - -	10.	16.	5.
L. O. Whitman- - -	30.	-	-
	$555.	$176.	$95.

* Estimated

On recommendation of the President and on motion of Mr. Bowditch it was

VOTED: To change the title of Mr. P. A. Cushing Smith to that of Extension Assistant Professor of Landscape Gardening.

On motion of Mr. Ellis it was

VOTED: To confirm the action of the President in allowing Miss Laura Comstock full salary from the date of her leave in March on account of illness to May 31st and in granting Miss Comstock a leave of absence on half pay from June 1st until her return in September.

On motion of Mr. Gannon it was

VOTED: To leave to the President with power the adjustment of the salary of Mr. William L. Harmount, Instructor in French, who has been absent on account of illness since approximately the first of April, 1917.

The President made a statement concerning the status of Professor Mackimmie and Professor Ashley. After discussion, and on motion of Mr. Hosmer, it was

VOTED: To leave the status of Professors Mackimmie and Ashley to the President and Dean for adjustment.

The President reported that Professor Hart desired to terminate his leave of absence with the beginning of the next college year.

On motion of Mr. Wheeler it was

VOTED: To grant a leave of absence to members of the staff entering the naval or military service of the Government and to make such salary adjustments for these men as shall be approved by the Attorney General.

The President reported the action of the Faculty relative to the next college year, and on motion of Mr. Howe it was

VOTED: To endorse the action of the Faculty in reducing the next college year to three terms of nine weeks each.

The President reported on the war emergency work which is being done by the college, and on motion of Mr. Wheeler it was

VOTED: To leave the question of the method of accounting for the war emergency work to Mr. Bowditch and the President.

It was

VOTED: To leave to Mr. Bowditch and the President the question of sending instructors to visit M. A. C. students employed in Massachusetts.

The President discussed various matters relating to campus activities due to the war emergency. On motion of Mr. Bowditch it was

VOTED: To leave to the President with power the question of military work for the next college year.

On motion of Mr. Wheeler it was

VOTED: To leave to the Faculty and the President with power the question of new courses and the adjustment of present courses for the next college year.

It was

VOTED: To leave to the President and the Chairmen of Trustee Committees the question of adjustment of the balance of the funds available for equipment and improvements for 1917.

The Treasurer made a brief report on the financial condition of the institution for the first six months of the present fiscal year. On motion of Mr. Ellis it was

VOTED: To refer to the President, Mr. Bacon, and the Treasurer, the question of exemption of members of the staff from the Federal Income Tax and to take such action thereon as seems to them desirable.

On motion of Mr. Hosmer it was

VOTED: To leave to the Farm Committee with power the renewal of the milk contract with D. Whiting & Company.

On motion of Mr. Howe it was

VOTED: To hold a special meeting of the Trustees at Amherst October 2, 1917.

On motion of Mr. Ellis it was

VOTED: To grant the following salary increases as recommended by the President, the same to take effect December 1, 1917: (Copy Attached)

Meeting adjourned.

Ralph J. Watts,
Secretary Pro tem.

SALARY INCREASES.

Administration.

Name:	Department or Position:	Present Salary:	Salary to take effect Dec. 1, 1917:
E. M. Lewis	Dean	$4000.	$4200.
F. C. Kenney	Treasurer	3800.	4000.
R. J. Watts	Secretary	2200.	2300.

Instruction.

	Department:	Rank:		
Earl Jones	Agronomy	Asst. Professor	1800.	2000.
F. G. Merkle	Agronomy	Assistant	1080.	1280.
J. C. McNutt	Ani. Husbandry	Professor	2600.	2750.
E. L. Quaife	Ani. Husbandry	Asst. Professor	1800.	2000.
O. A. Jamison	Dairying	Asst. Professor	1900.	2000.
H. D. Drain	Dairying	Instructor	1250.	1400.
L. F. Payne	Poultry Husbandry	Professor (Asst.)	1650.	1800.
E. H. Rucker	Poultry Husbandry	Instructor	1400.	1500.
C. I. Gunness	Rural Engineering	Professor	2500.	2600.
W. M. Peacock	Farm. Admin.	Instructor	1400.	1500.
A. K. Harrison	Land. Gardening	Asst. Professor	1850.	2000.
A. S. Thomson	Market Gard.	Asst. Professor	1700.	2000.
C. H. Thompson	Horticulture	Asst. Professor	1700.	1800.
P. J. Anderson	Botany	Asso. Professor	2000.	2100.
O. L. Clark	Botany	Asst. Professor	1680.	1740.
F. A. McLaughlin	Botany	Instructor	1400.	1500.
J. S. Chamberlain	Chemistry	Professor	2500.	2600.
C. A. Peters	Chemistry	Professor	2500.	2600.
E. Anderson	Chemistry	Professor	2500.	2600.
P. Serex, Jr.	Chemistry	Assistant	1080.	1200.
W. S. Regan	Entomology	Instructor	1500.	1600.
C. E. Marshall	Microbiology	Professor and Dir. Graduate School	4000.	4200.

A. Itano.	Microbiology.	Instructor.	$1200.	$1400.
G. E. Gage.	Vet. Science.	Asso. Professor.	2500.	2600.
C. E. Gordon.	Zool. & Geology.	Asso. Professor.	2350.	2500.
S. C. Ball.	Zoology.	Instructor.	1350.	1500.
R. J. Sprague.	Econ. & Sociology.	Professor.	2830.	3000.
R. W. Neal.	English.	Asso. Professor.	2300.	2500.
W. E. Prince.	English.	Asst. Professor.	1600.	1750.
C. H. Patterson	English.	Asst. Professor.	1400.	1500.
F. P. Rand.	English.	Instructor.	1200.	1350.
Miss Goessmann.	English.	Instructor.	1150.	1200.
A. A. Mackimmie.	French.	Asso. Professor.	2300.	2500.
E. L. Ahsley.	German.	Asso. Professor.	2000.	2200.
A. H. Julian.	German.	Instructor.	1500.	1650.
A. E. Cance.	Agri. Economics.	Professor.	2600.	2800.
John Phelan.	Rur. Sociology.	Professor.	2600.	2700.
J. F. Nevitski.	Rur. Sociology.	Assistant.	900.	1200.
C. S. Hicks.	Physical Education.	Professor.	2600.	3000.
H. M. Gore.	Physical Education.	Instructor.	1350.	1800.
Miss Jefferson.	Rur. Soc. Science.	Research Sec.	1350.	1500.

Experiment Station.

W. A. Allen.	Assistant Chemist.	840.	1100.
C. L. Beals.	Assistant Chemist.	1200.	1320.
J. B. Buckley, Jr.,	Assistant Chemist.	1200.	1320.
G. H. Chapman.	Research Physiologist.	2000.	2100.
O. L. Clark *	Asst. Plant Physiologist.	1680.	1740.
R. L. Coffin.	Assistant.	960.	1020.
H. J. Franklin.	Asst. Entomologist, Cranberry Invest.	2000.	2100.
E. F. Gaskill.	Assistant Agriculturist.	1680.	1800.
H. D. Goodale.	Research Biologist, Poultry Husb.	2250.	2375.
J. T. Howard.	Inspector.	1080.	1180.
C. P. Jones.	Assistant Chemist.	1300.	1320.
R. S. Small.	Assistant Chemist.	840.	900.

* Appears on Instruction Account.

Name:	Department and Rank: -Exp. Station, cont.-	Present Salary:	Salary to take effect Dec. 1, 1917:
J. K. Shaw.	Research Pomologist.	$2100.	$ 2250.
P. H. Smith.	Chemist in charge of Food and Dairy.	2250.	2375.
J. B. Smith.	Assistant Chemist.	840.	960.
L. S. Walker.	Assistant Chemist.	1620.	1720.

Extension Service.

W. H. Bronson.	Instructor in Farm Management Dem.	1650.	2000.
Laura Comstock.	Prof. of Home Economics & Leader of County work for women.	2200.	2300.
E. F. Damon.	Asso. Prof. of Agri. Economics.	2000.	2200.
G. L. Farley.	Supervisor of Junior Ext. Work.	3000.	3250.
A. D. Kilham.	Instructor in Pomology.	1800.	2000.
A. G. Lunn.	Instructor in Poultry Husbandry.	1900.	2100.
E. L. Morgan.	Professor in Community Planning.	2300.	2400.
Marie Sayles.	Instructor in Home Economics.	1500.	2000.
W. F. Turner.	Instructor in Animal Husbandry.	1800.	2000.

CLERKS.

Administration.

Miss Brewster.	Clerk, President's Office.	720.	820.
Miss Gelinas.	Clerk, President's Office.	780.	840.
Miss Gaskell.	Stenographer, Office of Registrar & Dean.	540.	600.
J. K. Broadfoot.	Cashier, Treasurer's Office.	1200.	1300.
Irene A. Martin.	Stenographer, Treas. Office.	660.	720.
Miss Strachem.	Clerk, Treasurer's Office.	660.	720.

Name	Rank and Department	Present Salary	Salary to take effect Dec. 1,19
	Clerks- Cont--Instruction.		
Miss Davidson	Tel.Operator, Stockbridge Hall	$ 530.	$580.
Miss Dondale	Clerk, Microbiology Dept. & Grad. S.	720.	780.
Miss L. Damon	Cataloguer, Library	960.	1060.
Miss E. Turner	Library Assistant	660.	720.
Miss Roy	Library Assistant	720.	780.
Miss Chapman	Library Assistant	720.	780.
Miss Fisher	Clerk, Dept. of Chemistry	720.	780.
Miss Pomeroy	Clerk, Dept. of Floriculture	660.	720.
Miss Hanifin	Clerk, Div. of Horticulture	600.	660.
Miss Gallond	Clerk, Dept. of Dairying	390.	420.
Miss Guertin	Clerk, Dept. of Beekeeping	720.	780.-
Miss Wentworth	First Clerk, Division of Agriculture	720.	780.
Miss Horton	Clerk, Dept. of Rural Sociology	780.	840.
	Experiment Station.		
Miss O'Donnell	Clerk, Dept. of Entomology	780.	840.
Miss Welsh	Stenographer, Dept. of Botany	600.	660.
	Extension Service.		
E. L. Arnold	Chief Clerk, Director's Office	1100.	1300.
Miss Grover	Clerk, Director's Office	780.	840.
Miss Miner	Stenographer, Director's Office	540.	600.
Miss Torrey	Clerk, Farm Administration Dept.	720.	780.
Miss Mooney	Stenographer, Dept. of Poultry Husbandry	660.	720.
Miss Dewar	Stenographer, Div. of Agriculture	540.	600.
Miss Hadfield	Clerk, Junior Extension	660.	780.
Miss Clark	Stenographer, Junior Extension	540.	600.
Miss Streeter	Stenographer, Div. of Horticulture	540.	600.
Miss Gallond	Clerk, Dept. of Dairying	390.	420.

Clerks-Conc.--Extension Service.

Name:	Rank and Department:	Present Salary:	Salary to take effect Dec. 1,1917.
Miss Powers.	Stenographer, Dept. of Dairying.	$540.	$600.
Miss Kennedy.	Clerk, Director's Office.	600.	660.
Mr. C. Kendall.	Clerk, Mailing Room, Ext. service. . . .	600.	660.

Operation and Maintenance.

T. F. Butterworth. . . .	Engineer.	1600.	1750.
L. S. Dickinson.	Foreman of Grounds.	1300.	1500.
C. A. Jewett.	Superintendent of Buildings.	1500.	1600.
G. F. Pushee.	Shop Asst., Rural Engineering.	1080.	1200.

SPECIAL MEETING.

President's Office, M. A. C., Amherst, Oct. 12, 1917.

CALL: At the request of five members, there will be a special meeting of the Board of Trustees of the Massachusetts Agricultural College at the Office of the President, at Amherst, on Friday, October 12th, at 8.30 o'clock a. m.

Very truly yours,
(Signed) Wilfrid Wheeler,
Secretary, Trustees, M. A. C.

The meeting was called to order by the Vice-President, Mr. Charles A. Gleason.

PRESENT: Messrs. Gleason, Bowditch, Dewey, Ellis, Gerrett, Hosmer, Howe, Gannon, Mortimer, Preston, Pollard, William Wheeler and President Butterfield.

The call for the meeting was read.

It was
VOTED: To dispense with the reading of the Minutes of June 30, 1917.

The Trustees considered the legislative policy which the College should pursue in 1918, and on motion of Mr. Preston it was

VOTED: That the Trustees refrain from asking for new buildings in 1918, and to petition only for an appropriation for Equipment and Improvements.

On motion of Mr. Ellis, it was

VOTED: To petition the incoming legislature for an appropriation not to exceed $100,000 for necessary Improvements and new Equipment, the details of this amount to be decided by a committee of the Trustees in consultation with the State Supervisor of Administration.

On motion of Mr. Bowditch, it was

VOTED: That the Chairmen of the Trustee Committees consider the items which shall be included in the above mentioned legislative budget.

On recommendation of the Building Committee, it was

VOTED: That the Auditorium in Stockbridge Hall be designated the Bowker Auditorium in memory of Mr. William H. Bowker of the Class of 1871.

It was

VOTED: To refer to the Special Committee on Legislative Budget the question of the installation of an electric signal system in the various college buildings.

On recommendation of the Committee on Finance, it was

VOTED: That there be created the position of Clerk at the Power Plant, and that Miss Noella Duval be elected to this position at a salary of $600. per year from date of December 1, 1917.

VOTED: That either the Finance Committee or a special committee be asked to discuss with Faculty, alumni, and students the advisability of the college abandoning a Dining Hall managed by the College, and make a report with recommendations at the January, 1918 meeting of the Trustees.

It was

VOTED: That the Finance Committee be requested to investigate the question of continuing the Dining Hall in accordance with the foregoing vote.

On recommendation of the Committee on Finance, it was

VOTED: To approve the following arrangement relative to the payment of Mr. W. C. Langdon, Pageant Master:

1. The College to pay Mr. Langdon, $250. of the $500. which would normally be due him at this time if the Pageant had been produced.

2. When the Pageant is produced Mr. Langdon will come to Amherst to work on its preparation two months before the performances.

3. The sum of $500. will be paid Mr. Langdon for this service.

4. This sum of $500. will be paid, $150. two months before, $150 one month before, and $200 within one week after the date of the last performance.

It was

VOTED: To be the sense of the Trustees that the College should not accept the sum of $1000. or any part thereof, guaranteed by the Public Safety Committee, to cover the cost of additional planting, and to leave to President Butterfield and Mr. Bowditch the question of seeking reimbursement from the Public Safety Committee for extra expenses incurred for the State-wide program for increased production.

It was

VOTED: That in case there be no deficit at the end of the current fiscal year in the accounts of those departments in the Division of Horticulture, which have conducted the emergency planting in 1917, the profit accruing from the emergency planting be used for fencing the fruit plantations; also that the profit accruing from the Farm Department from its emergency planting be allowed to apply on its current account.

On recommendation of the Finance Committee, it was

VOTED: That no salary allowance in lieu of vacation be made to George W. Martin or Ralph M. Rutledge, who resigned from the teaching staff May 28 and May 14, 1917 respectively.

VOTED: That Professor Hurd be allowed to serve the United States Department of Agriculture from August 1, 1917 to June 30, 1918, it being understood that Professor Hurd will take two months' vacation from July 1, 1918 to August 31, 1918; that this absence be construed as the leave of absence for Professor Hurd, formerly granted by the Trustees, and on the same terms; further, that the College pay Professor Hurd's traveling expenses when asked to return to Amherst on institutional business.

VOTED: That extra compensation be paid Mr. A. D. Kilham as Acting Director of the Extension Service in the amount of $50. per month from November 1, 1917 to August 31, 1918.

VOTED; That extra compensation be paid Miss Marie Sayles for additional service in the direction of emergency home economics work in the amount of $50. per month from April 1 to August 31, 1917.

VOTED: That extra compensation be paid Mr. E. F. Damon for additional service in the direction of emergency marketing work in the amount of $50. per month from November 1, 1917 to June 30, 1918.

VOTED: That extra compensation be paid Professor C. H. Patterson for additional service as Instructor in French in the amount of $60 per month from October 1, 1917 to April 30, 1918.

VOTED: That the President be authorized to employ student advisers for the ensuing College year, and that they be allowed extra compensation on substantially the same basis as that paid in 1916-17.

VOTED: That the salary of Mr. J. R. Alcock be at the rate of $840. per year from December 1, 1917.

VOTED: That from December 1, 1917 the salary of Miss Ethel Felton be at the rate of $840. per year with the title of Clerk and Editorial Assistant.

VOTED: That for the coming year an additional clerk be employed in the Department of Poultry Husbandry at a salary of $600. per year to take the place of a graduate assistant; that the clerk be paid $480. from Station funds and $120. from Instruction funds.

VOTED: That the salary of Miss Laura Hager be $750. per year from date of December 1, 1917.

VOTED: To approve the action of the President in establishing the salary of Miss Helen Pomeroy at the rate of $780. per year from date of December 1, 1917.

VOTED: That from October 1, 1917 to June 30, 1918 the salary of Mrs. Mary T. Shores be at the rate of $840. per year.

VOTED: To confirm the action of the President in authorizing the establishment of a new position of Assistant in Agricultural Economics in the Experiment Station, and the appointment thereto of Mr. S. H. DeVault at a salary of $1100. per year from September 1, 1917.

VOTED: That the salary of Miss Lorian P. Jefferson be at the rate of $1800. per year from October 1, 1917.

VOTED: That at his request the leave of absence from April 1 to December 31, 1917 of Dr. A. E. Cance be withdrawn.

VOTED: That extra compensation be paid Mr. Lawrence S. Dickinson for additional service in the Department of Physical Education in the amount of $35. per month from October 1, 1917 to April 30, 1918.

The President presented a project for Professor Waugh for the creation of a department of horticultural manufactures. After discussion and on motion of Mr. Bowditch, it was

VOTED: That a department of horticultural manufactures be established in the division of horticulture, and that Professor Walter W. Chenoweth be made Professor of Horticultural Manufactures and Head of the Department at a salary of $2500. per year.

The above vote was carried 6 to 5, the Chairman and one other Trustee not voting. Because of the closeness

of the vote, the matter was discussed further.

On motion of Dr. Dewey, it was

VOTED: To reconsider the above action, whereby a department of horticultural manufactures would be established.

On motion of Dr. Dewey, it was

VOTED: That the question of establishing a department of horticultural manufactures be referred to the Chairmen of the Trustees' Committees for report at the January, 1918 meeting of the Trustees, and that Professor Chenoweth be authorized to devote such time to the teaching of horticultural manufactures in connection with his present work as may be agreed upon by the President.

The President presented written reports from Mr. James F. Bacon relative to the status of the College as a state institution and relative to the exemption of employees from the payment of the Federal income tax. After discussion, it was

VOTED: To leave to the President and Mr. Bacon the various questions involved in the above mentioned reports.

On motion of Mr. Ellis, it was

VOTED: To authorize the Treasurer to invest $4000. of certain trust funds now on deposit in the Amherst Savings Bank, and $1000. of trust funds on deposit in the Amherst National Bank, in the issue of the second Liberty Bonds.

The President reported that approximately $70,000 had been assigned to the College by the United States Department of Agriculture for additional expenditures in war emergency work under the direction of the Extension Service during the year ending June 30, 1918. The President also reported on the war work of the College during the past six months, the present enrolment, and the effect of the draft upon the staff of the Institution.

On recommendation of the President, it was

VOTED: To authorize the following changes in title:

Name:	Present Title:	New Title:	Salary:
C.E.Gordon,	Associate Professor of Zoology and Geology.	Professor	$2500.
W.H.Bronson,	Extension Instructor of Farm Management.	Ext. Asst. Professor.	$2000.
A.D.Kilham,	Extension Instructor of Pomology,	Ext. Asst. Professor.	$2000.
A. G. Lunn,	Extension Instructor of Poultry Husbandry.	Ext. Asst. Professor.	$2100.
Miss Sayles,	Extension Instructor of Home Economics.	Ext. Asst. Professor.	$2000.
W. F. Turner,	Extension Instructor of Animal Husbandry.	Ext. Asst. Professor.	$2000.

It was

VOTED: To accept the following resignations:

Name:	Position:	Salary:
Doris Clark,	Stenographer, Junior Extension,	$ 540.
Henry W. Fleet,	Commandant,	
William L. Harmount, (deceased)	Instructor in French,	1500.
Helena K. Keiber,	Stenographer, Extension Service,	660.
Nell C. Milton,	Stenographer, Div. of Rural Social Science,	660.
Elvin L. Quaife,	Assistant Professor of Animal Husbandry,	1800.
Vivian Roy,	Library Assistant,	720.
Everett H. Rucker,	Instructor in Poultry Husbandry,	1400.
Alexander Smart,	Assistant to the Military Detail,	180.
F.H.H.VanSuchtelen,	Associate Professor of Microbiology,	2100.

It was

VOTED: To endorse the following new appointments:

Name:	Position:	Date of Effect:	Salary:
* Ethelyn Streeter,	Clerk,Div. of Horticulture,	Sept.1,1917	$ 660.
Col.R.H.Wilson,	Commandant,	" " "	
L.Wayne Arny,	Supervisor of Correspondence Courses, and Editor of Ext. Serv. Publications.	Aug.25, 1917	1500.
Ella B. Baldwin,	Clerk,Extension Service.	July 1, 1917	600.

* Promoted
#Paid from Government Funds after Aug. 20,1917.

Cont'd

Name:	Position:	Date of Effect:	Salary:
#N.May Gunderson,	Assistant in Home Economics, Ext.S.	July 3,1917	$1200
Bertha E. Connelly,	Stenographer, Div. Rural Social Sci.	Sept.25,1917	660
B. E. Pontius,	Asst. Prof. of Animal Husbandry,	Oct. 1917	1700
Marion Norton,	Library Assistant,	Sept. 10,1917	720
#Mabel Rogers,	Assistant in Home Economics, Ext.S.,	May 16,1917	1600
L.L. Stewart,	Instructor in Poultry Husbandry,	Oct. 1, 1917	1200
#Eudora Tuttle,	Assistant in Home Economics, Ext.S.,	May 21, 1917	1200
R.E.VanMeter,	Ext. Instructor in Pomology, (for one year)	Oct.1, 1917	1500
*A. Itano,	Asst. Prof. of Microbiology,	Sept.1, 1917	1600
E. G. Hood,	Instructor in Microbiology,	Sept. 1, 1917	1000

*Promoted.
#Paid from Government Funds after Aug. 20, 1917.

VOTED: To approve leaves of absence as follows:

*Windon A, Allen,	without pay,	-	Assistant in Chemistry, Exp. Station.
Ernest Anderson,	" "	-	Professor of Chemistry.
*Harold M. Gore,			Instructor in Physical Education,
*Burt A. Hazeltine,	" "	-	Instructor in Mathematics.
*Roswell W. Henniger,	" "		In Charge of Poultry Club Work.
*John B. Lentz,	" "		Assistant in Vet. Science, Exp. Station.
Harry C. Thompson,	" "		Assistant in Physics.
*John B. Smith,	" "		Assistant Chemist, Exp. Station.
Marie Sayles,	" "		Ext. Instructor in Home Economics.

*For military service.

On recommendation of the Finance Committee, it was

VOTED: That there be left to the President with power the question of salary for Mr. A. G. Lunn, Extension Instructor in Poultry Husbandry, in case a prompt decision is required.

On motion of Mr. Bowditch, it was

VOTED: To grant the petition of Dr. H. T. Fernald for leave of absence from December 1, 1917 to April 30, 1918, and that during this period his full salary be continued.

On motion of Mr. Hosmer, it was

VOTED: To grant Professor Lockwood's Petition for a leave of absence from June 1, 1918 to August 31, 1919, that from July 1, 1918 to August 31, 1919 no salary be paid Professor Lockwood, but that upon resuming his college work, he be paid an amount equivalent to one-half his salary for the fourteen months' period ending August 31, 1919.

It was

VOTED: To permit Professor Waugh to continue his relation with the United States Forest Service as Collaborator.

It was

VOTED: To leave to the President with power the question of appointing delegates to the Annual Meeting of the Association of American Agricultural Colleges and Experiment Stations, to be held in Washington, D. C. early in November, 1918.

On recommendation of the Faculty Committee in charge of the History of the College, it was

VOTED: That Dr. Charles S. Walker of Amherst be invited to prepare a history of the College, the details and terms of employment to be determined at a subsequent date.

The Trustees were appraised of a gift of an oil painting by Mrs. Nancy Jewett Bigelowe in honor of her father, Mr. Marshall P. Wilder, and it was

VOTED: To accept this gift and to authorize the President to convey to Mrs. Bigelowe the appreciation of the Trustees.

It was

VOTED: To authorize the President to institute at his discretion a search for a Dean of Women.

Meeting adjourned at 12.30 p. m.

R. J. Watts,
Secretary Pro Tem.

ANNUAL MEETING.

Room 450, State House, Boston, Mass., January 4, 1918.

The meeting was called to order at 10;05 a. m. by the Vice-President, Charles A. Gleason.

PRESENT: Messrs. Gleason, Bowditch, Dewey, Ellis, Frost, Gerrett, Gannon, Hosmer, Howe, Mortimer, Pollard, Bacon, William Wheeler, Wilfrid Wheeler, President Butterfield and Treasurer Kenney.

The Secretary read the call for the meeting. The reading of the minutes of the meeting of October 12, 1917 was omitted.

It was
VOTED: That Messrs. Mortimer, Bacon and Hosmer be delegated to inform the Governor that the Trustees are in annual session.

The President submitted his annual report for the year ended November 30, 1917. On motion of Mr. Hosmer, it was
VOTED: To accept the report of the President.

The Treasurer presented his annual report for the fiscal year ended November 30, 1917.

From 12 M. to 12;40 p. m. Governor McCall attended the meeting and presided while the budget for expenditures for 1918 was presented and discussed. It was

VOTED: To refer the budget to a committee of five who shall consider the proposed apportionments and endeavor to make such adjustments as will reduce or eliminate the prospective deficit in 1918.

VOTED: That the budget committee consist of the President, the Treasurer, and the Chairmen of the Committees on Finance, Farm, and Course of Study and Faculty.

On motion of Mr. Ellis, it was
VOTED: That the Chair appoint a committee of three to submit nominations for officers and standing committees for the ensuing year.

Pursuant to the above vote the Chair appointed Messrs. Bowditch, Howe and Frost.

On motion of Mr. Bowditch, it was
VOTED: That Professor Lockwood be requested to present during the lunch hour a report on the war service rendered in 1917 by members of the teaching staff.

On motion of Mr. William Wheeler, it was
VOTED: That the question of the statement of the dining

hall account in the Treasurer's report be referred to the Treasurer and Mr. Ellis for further consideration and report.

On motion of Mr. Ellis it was
VOTED: To accept the reportof the Treasurer.

The Auditor reported that he had examined the securities of the College and that they were found to be safely deposited in Springfield.

At 1 p. m. the Trustees adjourned for luncheon at the Boston City Club. During the lunch hour Professor Lockwood reported on the war emergency work performed by members of the teaching staff in 1917. He also exhibited plans and charts which he had developed with reference to the College estate and buildings.

At 2;20 p. m. the Trustees resumed their executive session at Room 450, State House. On recommendation of the Committee on Nominations, the following officers and standing committees for 1918 were elected:

Officers of the Corporation:

His Excellency Governor Samuel W. McCall of Boston, President
Charles A. Gleason of New Braintree, Vice-President
Wilfrid Wheeler of Concord, Secretary
Fred C. Kenney of Amherst, Treasurer
Charles A. Gleason of New Braintree, Auditor

Standing Committees of the Corporation.

Committee on Finance.

Charles A. Gleason, Chairman,
George H. Ellis,
Nathaniel I. Bowditch,
Arthur G. Pollard,
Frank A. Hosmer,
Edmund Mortimer.

Committee on Course of Study and Faculty.

William Wheeler, Chairman,
Frank A. Hosmer,
Elmer D. Howe,
Payson Smith,
Davis R. Dewey,
John F. Gannon,
James Bacon.

Committee on Farm.

Nathaniel I. Bowditch, Chairman,
Frank Gerrett.
George H. Ellis,
Edmund Mortimer,

Committee on Horticulture.

Harold L. Frost, Chairman,
Charles A. Gleason,
Elmer D. Howe,
Edmund Mortimer,
Wilfrid Wheeler.

Committee on Experiment Department.

Charles H. Preston, Chairman, Arthur G. Pollard,
Wilfrid Wheeler, Harold L. Frost,
Edmund Mortimer.

Committee on Buildings and Arrangement of Grounds.

Frank Gerrett, Chairman, Charles H. Preston,
William Wheeler, George H. Ellis,
James F. Bacon.

Committee on Extension Service.

Elmer D. Howe, Chairman, Davis R. Dewey,
George H. Ellis, Nathaniel I. Bowditch,
Harold L. Frost, John F. Gannon.

Committee on Legislation.

Frank A. Hosmer, Chairman, Charles A. Gleason,
George H. Ellis, William Wheeler,
Edmund Mortimer.

On recommendation of the joint committees on Farm and Horticulture, it was

VOTED: That the College, through the Dairy Department, be authorized to purchase the milk equipment of Walter D. Cowls of North Amherst, and that hereafter this department purchase milk required for laboratory use direct from producers.

It was

VOTED: That the plan proposed by Professor Sears for food production in 1918 be endorsed and that the administration of the project be delegated to the chairmen of the Committees on Farm and Horticulture and the heads of departments involved.

It was

VOTED: To authorize the immediate purchase of equipment for work in food conservation and preservation in an amount not to exceed $3000.

The following reports from the Committee on Experiment Department were submitted for record:

The tobacco investigations for 1918.
Investigations in Canning and Preserving.

On recommendation of the Committee on Experiment Department, it was

VOTED: That the salary of Mr. C. L. Beals, be increased to $1500. a year, to take effect January 1, 1918.

VOTED: That the salary of Mr. C. P. Jones be increased to $1500. a year, to take effect January 1, 1918.

VOTED: That the salary of Mr. W. S. Krout be increased to $1700. a year, to take effect January 1, 1918.

It was

VOTED: To endorse the President's arrangement with Mr. A. I. Bourne, by which he is to receive an increase of $20. a month for five months while Dr. Fernald is absent.

VOTED: That Miss Welch be promoted from stenographer to clerk, with the accompanying increase of salary.

Dr. Lindsey presented a recommendation from the Committee on Experiment Department relative to securing legislation which will substitute a tonnage tax for a brand tax in the inspection of commercial fertilizers in Massachusetts, the plan proposed being a tax of twenty cents per ton on all fertilizers sold and a tax of five cents per ton on all lime sold in the state. After discussion and on motion of Mr. Frost, it was

VOTED: To endorse the plan of substituting a tonnage tax of 20 cents per ton for the present brand tax for fertilizer inspection, but to retain the present brand tax on lime.

It was

VOTED: To authorize the Director of the Experiment Station to prepare and introduce into the Legislature of 1918 a bill designed to carry out the foregoing vote.

Mr. Haskins explained the desirability of securing an amendment to the fertilizer law which will prevent the sale of fertilizers which technically comply with the regulations, but which are practically worthless, and presented the text of such a proposed amendment. After discussion and on motion of Mr. Frost, it was

VOTED: To approve the following amendment as proposed:

> Section six of chapter three hundred and eighty-eight of the acts of the year nineteen hundred and eleven is hereby amended by adding thereto the following: The director of the Massachusetts Agricultural Experiment Station or his authorized deputy may refuse to issue a certificate for any

fertilizer or brand of fertilizer which contains less than one-half of one per cent of nitrogen, or one-half of one per cent of water soluble potash, or one per cent of phosphoric acid, or one per cent of lime, or which contains its potash or phosphoric acid or lime in forms substantially insoluble to the methods of analysis for commercial fertilizers prescribed by the Association of Official Agricultural Chemists of North America, and which does not possess substantial properties as a fertilizer. The said director or his deputy may also refuse to issue a certificate for any fertilizer under a name, brand, or trade-mark which is untrue in any particular, or which in his opinion would be misleading or deceptive in any particular, or which in his opinion would be misleading or deceiving as to the materials of which the fertilizer is composed. He or his said deputy may refuse to issue more than one certificate for any fertilizer under the same name or brand, or to issue a certificate for any fertilizer under a name or brand to the use of which the party is not lawfully entitled. Should a certificate be issued for any fertilizer and it be discovered afterwards that any provision of this act was violated in obtaining such certificate, or that such certificate is in any respect in violation, the director of the Massachusetts Agricultural Experiment Station or his authorized deputy shall have power to cancel the certificate. No commercial fertilizer or brand of fertilizer shall be sold or offered or exposed for sale, or kept for sale or distribution, or distributed for sale or consumption in this commonwealth until a certificate has been issued by the director or his authorized deputy, and any manufacturer, importer or other person who shall sell, or offer or expose for sale, or keep for sale or distribution, or distribute for sale or consumption in this commonwealth a fertilizer or brand of fertilizer for which no certificate has been issued, or the certificate for which has been cancelled, shall be fined not less than fifty dollars and not more than two hundred dollars for each offence.

Section nine of said chapter three hundred and eighty-eight of the acts of the year nineteen hundred and eleven is hereby amended by adding after the word "with" in line nine of said section the words "he may prescribe and enforce such rules and regulations relative to the sale of commercial fertilizers as he deems necessary to carry into effect the full intent and meaning of this act."

It was
VOTED: To authorize the Director of the Experiment Station to prepare and introduce into the Legislature of 1918 a bill embodying the foregoing text.

On motion of the President, it was
VOTED: That the Committee on Experiment Department further consider the proposed transfer of control work in Fertilizers and Feed Stuffs from the College to the State Board of Agriculture.

Mr. Kilham submitted estimates for additional war emergency work to be performed in 1918 by the Extension Service. On recommendation of the Finance Committee, it was
VOTED: That Mr. Ellis, Mr. Bowditch, and the President present to the Public Safety Commission the question of reimbursement for funds spent by the College in 1917 for war emergency work and of suitable provision of funds for war emergency work in 1918.

In connection with the foregoing vote the expressed understanding of the Trustees was that not less than $25,000. additional should be the basis for consideration with the Public Safety Commission.

On motion of Mr. Ellis, it was

VOTED: To refer to the committees on Finance and Legislation the recommendation of the Extension Service Committee that the amount of $65,000. be requested as the state appropriation for extension work in 1919.

Mr. Parker, pursuant to instructions from the Committee on Extension Service, discussed the general principles which in his judgment should be recognized in the formulation of a new County Farm Bureau law, stating that essentially such work is a part of a national system of extension teaching and as such should be properly related to the Agricultural College and to the United States Department of Agriculture. After discussion, and on motion of Mr. Hosmer, it was

VOTED: To endorse the general principle stated by Mr. Parker, and to leave the approval of details of the new farm bureau law to the Committee on Legislation.

VOTED: That when this meeting adjourns, it adjourn to Wednesday, January 9, 1918, at 12;30 p. m. at the Boston City Club.

Dr. Gordon explained a project for the utilization of the College pond for experimental work in the growing of fish for food.

On motion of Dr. Dewey, it was

VOTED: To authorize the Buildings' Committee to consider this project and to approve such plans as will not commit the College to any permanent policy or incur any large expense.

Meeting adjourned at 4.30 p. m.

Secretary.

ANNUAL MEETING (Adjourned)

Boston City Club, Jan. 9, 1918.

The session convened at 12.45 p. m. Until the arrival of the Vice-President, Mr. Bowditch was chosen Acting Chairman.

PRESENT: Messrs. Bacon, Bowditch, Dewey, Ellis, Frost, Gleason, Howe, Pollard, William Wheeler and President Butterfield; Treasurer Kenney was also present.

In the absence of Secretary Wilfrid Wheeler, Mr. Watts was appointed Secretary Pro Tem.

On motion of Mr. Howe, it was

VOTED: That a bonus of 10% in the salary of clerks be allowed for one year from January 1, 1918, this amount to be added to the monthly checks. Further, that this bonus apply to such members of the clerical staff as are receiving not more than $1,000. annually, and who were in the service of the institution July 1, 1917.

On recommendation of the Committee on Course of Study and Faculty, the following resignations were accepted:

John T. Wheeler, Asst. Prof. of Horticulture, Dec.15,1917.
Harry C. Thompson, Asst. in Physics, Sept.1, 1917.

On recommendation of the Committee on Course of Study and Faculty, it was

VOTED: That the salary of Mr. Harry D. Drain, Instructor in Dairying, be at the rate of $1800, per year from date of January 1, 1918.

VOTED: That the salary of Sergeant John J. Lee be at the rate of $480. per year from the College from date of January 1, 1918.

VOTED: That the President be requested to confer with the Public Safety Commission relative to the payment of the salary of Prof. William D. Clark while he assists the State Fuel Administrator.

VOTED: That the salary of Miss Marion Norton, Library Assistant, be at the rate of $780. per year from date of January 1, 1918.

VOTED: That the title of Harold E. Robbins be Associate Professor of Physics.

VOTED: That there be left to the President with power the adjustment of the salary of Prof. O. A. Jamison.

On motion of Mr. Ellis, it was

VOTED: That such teachers as may be required for war emergency work in 1918 be expected to serve without additional pay, but that they be encouraged to take one month's vacation; further, that the details of arrangements for such emergency work be left to the Committee on Course of Study and Faculty with power.

The President presented the project for the publication of a comprehensive history of the college. After discussion and on motion of Mr. Wheeler, it was

VOTED: To refer for further consideration to the President and the Associate Alumni the question of the publication of a comprehensive history of the college.

On motion of Mr. Bowditch, it was

VOTED: To petition the Legislature of 1918 for an appropriation of $100,000 for the development of women's work at the college, $30,000. to be available for salaries and maintenance from July 1, 1918 to November 30, 1920, and $70,000 to be available for the construction of a suitable building.

It was

VOTED: To endorse the text of the resolve presented by the President covering the above legislative request, and to authorize its introduction.

Mr. Bacon reported on the legal status of the institution, and submitted an opinion from Attorney General Henry C. Atwill affirming that the college is a state institution and thereby not affected adversely by the Anti-Aid Amendment. He also presented the text of a bill for the reorganization of the college on the basis of a state institution. After discussion, it was

VOTED: To approve the general features of the bill submitted, and to leave the details to a committee consisting of Mr. Gleason, Mr. Bacon, the President and the Treasurer.

It was further

VOTED: That this Committee introduce into the Legislature of 1918 the bill as finally agreed upon.

1/9/1919

The President submitted for record the following leaves of absence:

F. A. C. Smith, Extension Asst. Prof. of Civic Improvement. For War Service.
Llewelyn L. Derby, Asst. in the Dept. of Physical Education. For War Service.
William L. Machmer, Asst. Prof. of Mathematics, For service with the U. S. D. A.
William D. Clark, Prof. of Forestry, For service with the State Fuel Administrator.
Robert S. Scull, Asst. Chemist, Experiment Station. For expert service with the Government.

It was
VOTED: To accept the following resignations of the members of the staff:

Bernard W. Shaper, Asst. to Director of Extension Service, Nov. 30, 1917.
Marion Guertin, Clerk, Dept. of Beekeeping, Oct.31,1917.
Rachel G. Leslie, Clerk, Dept. of Poultry Husbandry, Dec. 20, 1917.
Elbert L. Arnold, Chief Clerk, Extension Service.
Clarence Kendall, Mailing Clerk, Ext. Service, Dec. 19, 1917.
Florence Levensaler, Resident Nurse, Infirmary, Dec. 31, 1917.
Louise G. Davidson, Telephone Operator, Stockbridge Hall, Nov. 30, 1917.
Alfred G. Lunn, Ext. Asst. Prof. in Poultry Husbandry.

It was
VOTED: To confirm the following new appointments:

Edith Robinson, Clerk, Dept. of Beekeeping, Nov. 12, 1917 - $500. College and $100 Bd. of Agriculture.
Hazel Parker, Stenographer, Div. of Horticulture, Oct.15, 1917 - $600.
Burton C. Whidden, Chief Clerk, Ext. Serv. Dec. 13, 1917 - 1200.
Cassie L. Clark, Clerk, Ext. Service, Dec. 24, 1917 - 600.
Grace MacMullen, Clerk, Dept. of Poultry Husb., Nov. 27, 1917 - 600.
Elizabeth M. Kiley, Stenographer, Dept. of Entomology, Dec.17, 1917 720.
Elizabeth Olmstead, Resident Nurse, Jan. to Apr. 30, 1918 - 900.

Emily Davidson, Telephone Operator, Stockbridge Hall, Nov. 26, 1917 - $540.
Mrs. F. A. C. Smith, Temporary Ext. Instructor in Home Economics, Dec. 3, 1917- $1500.
Bernard L. Peables, Temporary Assistant Chemist, Exp. Station, Nov. 1, 1917 - $ 840.

The President reported on the relation of the college to the Smith-Hughes Act, stating that cooperative agreements were being discussed between Dr. Smith, Commissioner of Education and himself.

It was
VOTED: To continue the Committee on Cooperation with the State Board of Agriculture, consisting of President Butterfield, Messrs. Gleason, Gerrett, Howe and Preston.

Mr. Preston reported on the consummation of the purchase, on approval of the Governor and Council, of the Walsh farm.

On recommendation of the President, it was
VOTED: That the College pay $25. per month to Mr. Burt A. Hazeltine, Instructor in Mathematics, who since September 1, 1917 has been on leave of absence for naval service, this amount being computed to be the difference in the salary Mr. Hazeltine is now receiving and that which he would have received had he remained in active service at the college.

The President read a letter from Director Hurd relative to his leave of absence.

It was
VOTED: That funds now on deposit in the Amherst Savings Bank be invested as soon as it is deemed expedient in other securities bearing a higher rate of interest.

The meeting adjourned at 3.15 p. m.

Secretary Pro Tem.

SEMI-ANNUAL MEETING

President's Office, Amherst, Mass., April 27, 1918.

The meeting was called to order at 9.00 A. M. by the Vice-President, Charles A. Gleason.

PRESENT: Messrs. Gleason, Bowditch, Ellis, Gannon, Gerrett, Hosmer, Pollard, Preston, and President Butterfield; Treasurer Kenney was also present.

In the absence of the Secretary, Mr. Watts was appointed Secretary, Pro tem.

It was

VOTED: To endorse the action of the President in accepting the following resignations:

Name:	Title:	Date of Effect:
Evelyn Brewster,	Clerk, President's Office.	April 5, 1918.
James P. Buckley, Jr.	Asst. Chemist, Experiment Station.	Jan. 31, 1918.
Bertha E. Connelly,	Stenographer, Division of Rural Social Science.	Mar. 7, 1918.
Hazel Dewar,	Stenographer, Div. of Agri. Ext. Service.	Apr. 11, 1918.
Charles R. Duncan,	Asst. Professor of Mathematics.	Mar. 31, 1918.
Marion Kelsey,	Clerk, Treasurer's Office.	Apr. 10, 1918.
B.L.Peables,	Asst. Chemist, Experiment Station.	Mar.31, 1918.
Andrew S.Thomson,	Supervisor of Short Courses and Asst. Professor Market Gardening.	Aug. 31, 1918.
Flora E. Torrey,	Clerk, Farm Management, Extension Service.	Feb. 14, 1918.

It was

VOTED: To endorse the action of the President in granting Dr. George E. Gage, Associate Professor of Animal Pathology, leave of absence without pay from date of February 1, 1918, on account of military service.

It was
VOTED: To confirm the following new appointments:

Name:	Title:	Date of Effect:	Salary:
Ruth Clow,	Clerk, President's Office.	April 1, 1918	$780
H.R.Francis,	Garden Supervisor, Extension Service.	May 1, 1918	2500
Nettie A.Gilmore,	Clerk,Dept. of Poultry Husbandry, Experiment Station.	April 4, 1918	840
Katharine Gardner,	Clerk, Extension Service.	Apr. 1, 1918	720
Daniel J. Lewis,	Asst. to the Director of the Extension Service.	May 1, 1918	2000
Clara Parker,	Clerk, Treasurer's Office.	Mar. 25, 1918	720
Harold D.Phelps,	Extension Instructor in Market Gardening.	Feb.20,1918	1800
Harold B. Pierce,	Asst. Chemist, Experiment Station.	Jan. 28, 1918.	840
B.G.Southwick,	Extension Professor of Farm Management Demonstrations.	May 1, 1918	2000
Doris Tower,	Stenographer, Department of Poultry Husbandry.	Jan.1, 1918	600

VOTED: To approve the action of the President in granting the following salary increases:

Name:	Title:	Date of Effect:	Salary:
L. Wayne Arny,	Supervisor of Correspondence Courses.	Jan. 1, 1918,	$1500. to $1700.
Cassie Clark,	Mailing Clerk, Extension Service.	Mar.1,1918,	600. to 660.
Henry T.Fernald,	Head of Division of Science and Professor of Entomology.	May 1, 1918,	3120. to 3620.
Gladys E.Miner,	Clerk,Extension Service.	Jan.1,1918,	600. to 660.
Doris Tower, Poultry	Stenographer, Department of Husbandry.	Apr.1,1918,	600 to 660.

VOTED: To grant the following salary increases as recommended by the President:

Name:	Title:	Date of Effect:	Salary:
J. R. Alcock,	Asst. in Experiment Station,	May 1, 1918	$840 to $960
H. B. Pierce,	Asst. Chemist, Experiment Sta.	May 1, 1918	840 to 1200
Ellen Welch,	Clerk, Department of Botany.	May 1, 1918	660 to 840
Margaret Gaskell,	Clerk, Offices of Dean and Registrar.	May 1, 1918	600 to 720

The Dean presented a list of names of men who had completed the work for the degree of Bachelor of Science, and it was

VOTED: To authorize the President to confer the degree of Bachelor of Science upon the following list of Seniors:

Elizabeth Emery Additon
George Wendell Barton
Robert Lucius Boyd
Walter Griffith Bruce
Walter Gray Buchanan
Franklin Harwood Canlett
Fred Albert Carlson
John Alden Chapman
Stewart Sandy Clark
Dwight Shaw Davis
Louis Philip Emmerich
Adaline Lawson Ferris
William Albert Foley
Foster Kingsley Haines
Olin Henry Hayes
Edmund Baldwin Hill
Harriett Franklin Hilliker
George Frederick Holmes
Donald Francis Howes
Margaret Keble Illman
Birgir Lars Johnson
Marshall Olin Lanphear
Lewis Henry Lawrence
Ralph Wilber Lawton
Ralph Stanley Leonard
Darwin Solomon Levine
Louis Martin Lyons
Alfred Sidney Mallorey
Herbert Rankin McRae
Newell Moorhouse
Carl Taft Mower
Gaylord Arthur Newton
Edward William Popp
Oliver Goodell Pratt
Ernest Ritter
Howard Leigh Russell
Raymond Alexander St. George
Louis Schwartz
Carleton Tower Smith
Sidney Sumner Smith
Axel Uno Stjernlof
Harold Leo Sullivan
Arthur Dana Tilton

VOTED: To endorse the following action taken by the Faculty:

I. The distinction made by the Government of the United States between men under the age to be drafted and those within the draft ages should be fundamental in the policy of the college.

II. Men who were under the age to be drafted and who have gone into the military service of the United States or of any of her Allies, should receive credit for the work of the term in which they were engaged, provided that their work in the subject was of passing grade at the time they entered active service.

III. Seniors enlisted or drafted into the military service of the United States or any of her Allies should receive credit for the work of the Senior Year, provided that their previous record was clear and that their work in each subject at the time they entered the service was of passing grade.

IV. Men who were not seniors but who were within the ages subject to draft should receive credit for the work of the year in which they had entered, provided that their work at the time of entering active service was of passing grade.

V. Seniors who engage in special agricultural service of such a character as to be accepted by the Government of the United States in lieu of military service should come before the Scholarship Committee for individual consideration.

VOTED: To authorize the President to confer the degree of Bachelor of Science in absentia upon the following men:

Thomas Edward Carter	John Nelson Preble
Elwyn Page Cotton	Clinton Rufus Raymond
David Oliver Nourse Edes	Theodore Henry Reumann
Roy Wentworth Foster	Birgir Reignold Rosequist
Paul Fiske Hunnewell	Deane Waldron Sanborn
William Rupert Loring	George Hamer Schlough

Upon recommendation of the Faculty, it was

VOTED: To introduce the following courses:

History and Government	50---	Prof. Sprague.
Horticultural Manufactures	75---	Prof. Chenoweth.
Horticultural Manufactures	76---	Prof. Chenoweth.

It was
VOTED: To approve the following method for the determination of credits for entrance in agriculture:

1. Entrance Credits in Agriculture:

Under the present rules of the faculty, the following method of procedure should be followed by schools desiring to receive entrance credit for work in agriculture.

Winter Term.

A. Text Book. (Satisfactory to Mass Agr. College. (Div. of Agr. and Dept. of Agr. Education.))

B. Course of Study. (" " " " " " " " " ")

C. Classes Open to visit of representative of Mass. Agr. College

D. Agricultural Club with constitution and officers from members of the club, meeting at least once each month under supervision and open to visits of a representative of the College.

Spring Term.

Same as winter term.

Summer Term.

Project to be approved by the Mass. Agr. College and records kept as required. (Junior Extension Department.)

Fall Term.

A. Exhibits of work as required.

Reports and stories of projects to be written and submitted to the Mass. Agr. College. (Junior Extension Department.) Records of work to be kept on file by the College.

2. That credit for agriculture presented as an entrance subject be allowed on the basis of one credit for each full year of work, as outlined in the preceding vote, the minimum to be 4 credits.

It was
VOTED: To authorize the President to confer degrees in June, 1918, on such candidates as shall be recommended for advanced degrees by the graduate staff.

Upon recommendation of the President, it was
VOTED: To establish a department of Horticultural Manufactures, and that Walter W. Chenoweth be made head of this department with the title of Professor of Horticultural Manufactures.

It was
VOTED: To authorize the installation of a spur track on the Central Vermont Railroad at Mount Toby, the expense to the college to be $415.

There was presented a proposal by Mr. N. E. Angus for renting, with privilege of purchase by the College a parcel of land with three cottages located west of the present college property on the Hadley Road. It was

VOTED: To be the sense of the Trustees that it is desirable to acquire the so-called Angus land, provided favorable terms can be secured for its rental and purchase, and to leave details of rental and option with power to a committee consisting of the Chairman of the Committee on Farm, Finance and Buildings and Grounds, and Mr. Kenney.

On motion of Mr. Ellis, it was

VOTED: To leave the question of repairs to the Hasbrouck House to a committee consisting of the Chairman of the Committees on Farm, Finance, and Buildings and Grounds, and the Treasurer with power.

On motion of Mr. Bowditch, it was

VOTED: To authorize the purchase of glass from the Rawson Estate in Arlington, for use in construction of green-houses at the Market Garden Field Station at Lexington.

The Treasurer reported on the total amount subscribed by the employees of the institution to the Third Liberty Loan.

The Treasurer presented a summary showing comparative expenditures by the various departments of the institution for the first four months of the fiscal years of 1916, 1917 and 1918.

It was

VOTED: To confirm the action of the President in making the following agreement with Director Hurd upon his return to service:

a. Salary of $4200 per year to be resumed March 25, 1918.

b. Vacation for July and August, 1918.

c. Salary of $4500. from date of Sept. 1, 1918.

d. Entitled to leave of absence, one year on half pay, or one-half year on full pay, period to be agreed upon later.

On motion of Mr. Ellis, it was

VOTED: To confirm the action of the President in granting leave of absence with pay to Director William P. Brooks, from March 1 to August 31, 1918.

It was
VOTED: To accept the resignation of Director Brooks as Director of the Experiment Station, to take effect August 31, 1918.

It was
VOTED: To refer the question of salary and title of Director Brooks after September 1, 1918, to the Committee on Experiment Station with power.

The President reported that he had the names of some twenty-five women as possible candidates for the position of Director of Woman's Work at this institution, and asked whether he should proceed with the selection of someone for this position. It was the concensus of opinion that a Director of Women's Work should be employed for the coming college year.

The President reported on the following:

a. Faculty mobilization for the summer of 1918.
b. Reduction in teaching staff.
c. Special agricultural production on the campus in 1918.

The question of the length of the next college year was discussed. The general opinion inclined toward the shortening of the year if the war continues.

The President was authorized to convey to Mr. Walter D. Cowls the appreciation of the Trustees for his assistance in acquiring the Walsh land for the college.

Meeting adjourned at 10.10 a. m.

Secretary Pro tem.

SPECIAL MEETING.

President's Office, Amherst, Mass. October 2, 1918 at 9.15 a. m.

PRESENT: Messrs. Bacon, Bowditch, Ellis, Gannon, Gerrett, Wilfrid Wheeler, William Wheeler and President Butterfield; also Treasurer Kenney and Dean Lewis.

In the absence of the Vice-President, Mr. William Wheeler presided.

The Trustees considered the question referred to them by the Finance Committee relative to the construction of a guard house and the installation of additional toilet facilities made necessary by the S. A. T. C.

On motion of Mr. Bowditch, it was

VOTED: To be the opinion of the Trustees that the guard house should not be built unless its construction is approved by the Regional Military Board, and that the final settlement of this question be left with the President with power.

The Treasurer reported on arrangements which had been made for the Kappa Sigma and Phi Sigma Kappa Fraternity houses to be used as girls' dormitories, and on motion of Mr. Ellis it was

VOTED: To ratify these arrangements as reported by the Treasurer.

On recommendation of the Finance Committee, it was

VOTED: That the annual dues of President Butterfield, as a member of the Boston City Club, be paid by the college, it being understood that the entrance fee to the Club will be paid by the President.

It was

VOTED: That the sum of $75 be paid Professor C. S. Hicks for additional instructional service in the department of Military Science during the year 1917-18.

On motion of Mr. Ellis, it was

VOTED: That no action be taken relative to the payment of the salary of Mr. H. M. Gore during October and November, 1917, while attending the Officers' Training School at Plattsburg.

The President reported on detailed arrangements which had been made relative to the management of students during the Influenza epidemic.

The President stated that he proposed to endorse claims for the deferred classification of all members of the staff subject to draft.

On motion of Mr. Ellis, it was
VOTED: To approve the action of the President in accepting resignations, making appointments, and authorizing other changes in personnel in accordance with the following schedule:

RESIGNATIONS:

Name:	Title:	Salary:	Date of Effect:
S. C. Ball,	Instructor in Zoology,	$1500	Aug.31,1918.
C.H.Gould,	Field Agent,	1000	June30,1918
B.N.Gates,	Associate Professor of Beekeeping	2500	Oct.15,1918
O.F.Wilkinson,	Instructor in Agricultural Economics	1600	Apr.30,1918
Marie Sayles,	Ext.Asst.Prof. of Home Economics,	2000	June30,1918
Mrs.F.A.C.Smith	Ext. Asst. in Home Economics	1500	June 30,1918
Mrs.R.H.VanMeter,	Ext.Asst. in Home Economics	1200	Aug.31,1918
S.H.DeVault,	Asst. Dept. of Agric.Economics	1100	June 21,1918
M.L.Evens,	Clerk, Ext. Service	600	July 8,1918
M.E.Norton,	Library Assistant	780	Sept.11,1918
G.E.MacMullen,	Clerk,Dept.Poultry Husbandry,	600	Aug.6,1918
C.Parker,	Clerk,Treasurer's Office	720	Aug.14,1918
H.C.Pomeroy,	Clerk,Dept. of Floriculture	780	Oct.31,1918
E.M.Turner,	Library Asst.	720	Aug.17,1918
A.B.Wentworth,	First Clerk,Div. of Agriculture	780	Oct.22, 1918
B.C.Whidden,	Chief Clerk, Ext. Service	1200	Sept.15,1918

NEW APPOINTMENTS:

L.Banta,	Instructor in Poultry Husbandry	1600	Aug.11,1918.
H.B.Cooper,	Asst.Prof. of Agronomy	2000	Sept.1,1918
A.L.Dacy,	Asso.Prof. of Market Gardening	2500	Sept.1,1918
F.C.Moore,	Asst.Prof. of Mathematics	1800	Sept.17,1918

NEW APPOINTMENTS, Cont'd.

Name:	Title:	Salary:	Date of Effect:
John Phelan,	Director of Short Courses & Professor of Rural Sociology Increase of $900	3600	Sept.1,1918
D.B.Sawtelle,	Instructor in Agric. Economics,	1800	Sept.3,1918
W.F.Howe,	Asst. Supervisor, Junior Ext.Work,	2500	May 6, 1918
W.C.Monahan,	Ext.Asst. Prof. of Poultry Husbandry	2000	Aug.15,1918
Miss E.S.Mixer,	Asst.Chemist, Exp. Station,	960	Sept.1,1918
Ruth Brooks,	Clerk, Treasurer's Office	720	Aug.20,1918
L.Clark,	Library Assistant,	850	Sept.16,1918
V.Damon,	Clerk,Ext.Service	600	Apr.1,1918
L.J.Delano,	Library Asst.	850	Sept.16,1918
A.L.Hamilton,	Stenographer,Div.of Rur.Soc.Science,	600	May 1,1918
C.B.Livermore,	Chief Clerk,Ext. Service,	1500	Sept.1,1918
H.A.Martin,	Clerk, Treasurer's Office	720	Aug.20,1918
H.A.Phillips,	Clerk,Extension Service	720	Sept.3,1918
Ruby Sanborn,	Clerk, Poultry Department	720	Sept.3,1918
M.A.Scoville,	Grad.Asst.,Dept. of Microbiology	840	July 1,1918
M.Sullivan,	Clerk,Div.of Agriculture,	720	Sept.1,1918
Clara Swift,	Stenographer, Extension Service,	600	July 1,1918

LEAVES OF ABSENCE FOR WAR SERVICE:

E.G.Hood,	Instructor in Microbiology,	1000	Sept.1,1918
A.G.Hecht,	Asst.Prof. of Floraculture,	1750	June 1,1918
F.P.Rand,	Instructor in English,	1350	Sept.1,1918
L.L.Stewart,	Instructor in Poultry Husbandry,	1200	July 1, 1918
F.A.Waugh,	Head of Div. of Horticulture,	3750	Aug.1,1918
H.D.Drain,	Instructor in Dairying,	1800	June 14, 1918
R.H.VanMeter,	Instructor in Pomology,	1500	June 1, 1918

MISCELLANEOUS:

O.A.Jamison,- Promotion from rank of Asst. Professor to Associate Professor of Dairying, Increase from $2000 to $2400., June 1, 1918.

L.F.Payne,- Promotion from Asst. Prof. to Associate Professor of Poultry Husbandry, Increase from $1800 to $2300., Sept. 1, 1918.

Miss L. P. Jefferson,- Title established of Asst. Professor in Division of Rural Social Science.

John J. Barber,- Increase in salary from $1350 to $1550 June. 1, 1918.

Mrs. Mae Wheeler,- Increase in salary from $800 to $900 Aug. 1, 1918.

W.S.Krout,- Increase in salary from $1700 to $1900., Oct. 1, 1918.

H.B.Pierce,- Increase in salary from $1200 to $1500., Oct.1,1918.

J.K.Shaw,- Leave of absence for six months on full salary, $2250.

TRANSFERS:

Earl Jones,- From Instruction Staff to Extension Service Staff as Extension Associate Professor of Agronomy, Salary $2400., July 1, 1918.

Viola Damon,- Stenographer, Ext. Service, to Clerk, Div. of Horticulture, Oct. 1, 1918.

E. Robinson, Clerk, Dept. of Beekeeping to Clerk, Pres. Office, Oct. 1, 1918.

Hazel Parker,- Stenographer, Ext. Service to Stenographer Dean's Office, September, 1918.

On recommendation of the Committee on Experiment Station, it was

VOTED: That beginning October 1, 1918 the title of Dr. William P. Brooks be that of Consulting Agriculturist of the Experiment Station and that his salary be at the rate of $2400 per year.

The following minute was adopted for record:

"The Trustees of the Massachusetts Agricultural College, having received the resignation of Dr. William P. Brooks, as Director of the Experiment Station, after a service to the College as Professor of Agriculture, Acting President and Director of the Experiment Station, covering a period of almost thirty years and having accepted the same, the members of the Board wish to express their appreciation of his long and faithful service to the College and hope that he may be able to complete the compilation and publication of the results of the experimental work which he has carried on for so many years."

It was
VOTED: That the question of a suitable recognition of the thirtieth anniversary of the service of Director Brooks to the College be left to the President with power.

Director Hurd appeared and explained certain proposed modifications in the plan of organization of the Extension Service, and on motion of Mr. Bowditch, it was

VOTED: To approve the plan of reorganization on the basis as stated.

Mr. Ralph W. Redman, of the States Relations Service of Washington, appeared before the Trustees as a candidate for the position of Assistant Director of the Extension Service.

On motion of Mr. Bowditch, it was
VOTED: To be the sense of the Trustees that Mr. Ralph W. Redman would be a desirable member of our Extension Service Staff.

The President and Director discussed the development of the Extension Service project for community organization and the relation thereto of Professor E. L. Morgan and Mr. John D. Willard.

On motion of Mr. Bowditch, it was
VOTED: That provided matters can be arranged amicably and satisfactorily with the trustees of the Essex County School, Mr. William R. Cole be appointed to the position of Extension Instructor in Fruit and Vegetable Preservation, at a total salary of $2000 per year, of which the U. S. D. A. is to contribute $1680., the remainder, $320, and travel and other expenses to be charged to State Extension funds.

Director Hurd presented and discussed the proposed budget for Extension Service work for 1919.

Prof. Sears reported on the result of the special food production program for 1918.

Prof. Phelan reported on the preliminary plans for the development of short courses.

On recommendation of the Committee on Course of Study and Faculty, it was

VOTED: That the college offer a course of study that will meet the intent and spirit of the Legislature of 1918 as embodied in the Senate Resolution, Chap. 374.

And Further, it was
VOTED: That recognizing the impracticability of organizing a course to cover two full years under present conditions, there shall during the ensuing college year be offered substantially a four months' course for students having at least a grammar school education, and who are not less than 16 years of age, if in the judgment of the faculty of the college, such a course seems to be feasible and practicable during the war emergency.

It was
VOTED: That the President and the Director of Short Courses be authorized to employ a woman suitably trained in agriculture, whose official connection will be with the Short Course staff, but who will also assist in the agricultural training of women taking the full college course, at a salary of not exceeding $2500. per year.

It was
VOTED: That the Director's plan for the development of short course work during the ensuing college year be approved as a general plan.

A summary of this plan follows:

	Estimated annual Expense:
Two-Year Course in Agriculture,	$2950.
Ten-Weeks Winter School,	3200.
Summer Schools,	3650.
Regional School,	1000.
Expense of Instruction and Administration connected with the above,	4200.
TOTAL	$15000

It was
VOTED: That the President be authorized to engage Miss Edna Skinner as Professor of Home Economics and temporary adviser of women, at a slary of $2750. per year, the same to take effect at such time as arrangements can be consummated.

It was
VOTED: That in case Miss Skinner does not accept the appointment on the above conditions, the matter of selecting another candidate be left to the President and Dean.

It was
VOTED: That the President be granted leave of absence on half pay for approximately one year, beginning Nov. 15, 1918, in order to accept membership on the Overseas Army Education Commission for service in France.

It was
VOTED: That the allowance to Dean Lewis as extra salary for services as Acting President while the President is on leave of absence for the coming year be at the rate of $200 per month beginning November 15, 1918.

It was
VOTED: That Dean Lewis be authorized to continue the arrangement already made with Professor Patterson to serve as Assistant Dean and that his salary for this service shall be $2750. per year, beginning October 1, 1918.

The following resolutions were unanimously adopted:

IN MEMORIAM

Frank Alvan Hosmer, member of this Board since January 1911, died at his home in Amherst on the twenty-seventh day of May, last.

Born November 14, 1853, in Woburn, and educated in its public schools, he entered Amherst College in 1871, was graduated there in 1875, and in 1878 received its M. A. degree for post graduate work in History and Political Science.

After graduation he taught in the schools of Woburn, Brimfield and Palmer, and from 1879 to 1888 he held the dual positions of Principal of the High School and Superintendent of Schools in Great Barrington. From 1888 to 1890 he was editor and publisher of the Berkshire Courier in Great Barrington, and a correspondent of the New York Herald.

For ten years from 1890 to 1900, Mr. Hosmer was President of Oahu College at Honolulu, where he became prominent in social and civic affairs, and sanitary problems, and in political activities that culminated in the establishment of Hawaii as a territory of the United States. He returned to the States in 1900, and after visiting England and France, settled in Amherst in 1901.

During the last eighteen years, he has served loyally and well his town, state, and country,-- for the common

interests of the community in which he lived,-- in many lines of public and community service; and particularly in these later days he had devoted his energies without stint to activities in support of the world-wide war for humanity.

Mr. Hosmer represented the Third Hampshire District in the General Court of 1908 and 1909; was appointed by Governor Draper in December 1910 a member of this Board; and reappointed by Governor McCall January last for another term.

Here he has served continuously and with diligence and faithfulness unsurpassed, upon the Trustee Committees on Finance, Course of Study of Faculty, and on Legislation,- of which committee, during the later years of his service, he was Chairman.

He has always shown a broad, liberal, and sympathetic spirit in construing the objects and upholding the standards of the College; and in striving to make those objects and standards effective through the work of its various departments.

He was cordial and sympathetic toward all. He laid hold on opportunity gladly, accepted responsibility cheerfully, and undertook manfully whatever work or duty came to his hand,-- until in a night he was taken, after a life filled to its last day with the purpose and privilege of high calls to service, bravely met and faithfully answered.

Be It Therefore Resolved:

That this memorial be inscribed upon the records of the Board: and

That a copy hereof be sent to his beloved wife, to whom we offer our deepest sympathy.

The President presented a schedule of various salary increases for the ensuing year, some of which had already been considered and recommended by the various committees.

After discussion, and on motion of Mr. Bowditch, it was

VOTED: To grant the following increases subject to the approval of such State authorities as may be required by law, these increases to take effect October 1, 1918, or on such date as may be advised by the Attorney General:

SALARY INCREASES

Administration:

Name:	Department of Position:	Present Salary:	Salary to take effect Oct.1,1918:
F. C. Kenney,	Treasurer,	$4000	$4200
P.B.Hasbrouck,	Registrar,	2800	3000
R.J.Watts,	Secretary,	2300	2500+
	Extra during absence of President Butterfield	240	
J. A. Foord,	Head of Div. of Agriculture,	3350	3500
C. E. Marshall,	Director of Graduate School	4200	4400

Instruction:

	Department	Rank		
A. B. Beaumont,	Agronomy,	Asso.Prof.	2000	2200
F.G.Merkle,	"	Instructor,	1280	1450
J.C.McNutt,	Ani.Husbandry	Professor	2750	3000
B.E.Pontius,	" "	Asso.Prof.	1700	2000
S.E.VanHorn,	Dairying,	Instructor,	1800	1900
J.C.Graham,	Poultry, Husbandry,	Professor,	3000	3150
C.I.Gunness,	Rural Engin.	Professor,	2600	2750
W.M.Peacock,	Farm Admin.,	Instructor,	1500	1650
A.K.Harrison,	Land.Gard.,	Asst.Prof.	2000	2250
F.C.Sears,	Pomology,	Professor	3000	3150
W.W.Chenoweth,	Hort.Manufactures,	Professor,	2500	2625
C.H.Thompson,	Horticulture,	Asst.Prof.	1800	2200
A.V.Osmun,	Botany,	Professor,	2600	2750
P.J.Anderson,	Botany,	Asso.Prof.	2100	2300
O.L.Clark,	Botany,	Asst.Prof.	1800	2000
F.A.McLaughlin,	Botany,	Instructor,	1500	1650
J.S.Chamberlian,	Chemistry,	Professor,	2600	2700
C.A.Peters,	Chemistry,	Professor,	2600	2700
Paul Serex,Jr.,	Chemistry,	Instructor,	1650	1800
G.C.Crampton,	Entomology,	Professor,	2000	2150
W.S.Regan,	Entomology,	Asso.Prof.	1600	2000
J.E.Ostrander,	Mathematics,	Professor,	2500	2600
W.L.Machmer,	Mathematics,	Asst.Prof.	1800	2500
A. Itano,	Microbiology,	" "	1600	1800
H.E.Robbins,	Physics,	Asso.Prof.	1700	2100
J.B.Paige,	Vet.Science,	Professor,	2500	2600
C.E.Gordon,	Zool.&Geology,	Prof.	2500	2600
W.E.Prince,	English,	Asst.Prof.	1750	2000
C.H.Patterson,	English,	Asst.Prof.	1500	2750
A.A.Mackimmie,	French,	Asso.Prof.	2500	2750 *
E.L.Ashley,	German,	Asso.Prof.	2200	2300
A.N.Julian,	German,	Instructor,	1650	1850
R.J.Sprague,	Econ.&Sociology	Professor	3000	3100

Name:	Department:	Rank:	Present Salary:	Salary to Take Effect Oct.1,1918:
A.E. Cance,	Agric.Economics,	Professor	2800.	3000.
Miss Jefferson,	Rur.Soc.Science,	Asst. Prof.	1800.	1900.

* when service at Amherst College terminates.

EXPERIMENT STATION

J.R.Alcock,	Assistant,	960.	1060
H.L.Allen,	"	900	990
C.L.Beals,	Asst. Chemist	1500	1700
A.I.Bourne,	Asst. Entomologist	1320	1520
G.H.Chapman,	Research Physiologist	2100	2310
R.L.Coffin,	Assistant	1020	1080
H.J.Franklin,	In Charge of Cranberry Investigation,	2100	2200
E.F.Gaskill,	Assistant Agriculturist,	1800	2000
H.D.Goodale,	Research Biologist,	2375	2500
J.T.Howard,	Collector,	1180	1300
C.P.Jones,	Asst. Chemist,	1500	1700
F.W.Morse,	Acting Director & Research Chemist,	2500	3400 "
J.K.Shaw,	Research Pomologist,	2250	2400.%
P.H.Smith,	In Charge of Feed & Dairy Division,	2375	2500
L.S.Walker,	Assistant Chemist,	1720	1900
Mrs.S.F.Wheeler,	Curator, Dept. of Botany,	900	1020.

" $900 as Acting Director.
% On return from leave of absence.

G. L. Farley,	Supervisor of Junior Extension Work,	3250.	3500.
E.L.Morgan,	Ext.Prof.of Community Planning,	2400.	2500.
Miss L.Comstock	Ext.Prof.of Home Economics & Leader of County Work for Women,	2300	2500
L.W.Arny,	Supervisor of Correspondence Courses, & Editor of Ext. Serv. Publications,	1700	2200
Helen Norris,	Ext.Instructor in Agric.Education,	1200	1500

MAINTENANCE AND OPERATION:

Name:	Department or Position:	Present Salary:	Salary to take effect Oct.1,1918:
T. Butterworth,	Engineer	1750	2000
L.S.Dickinson,	Supt.of Grounds,	1500	1750
C.A.Jewett,	Supt.of Bldgs.	1600	1750
J.J.Lee,	Asst. to the Military Detail	480	600
Miss E.Olmstead,	Resident Nurse,	900	1000
G.F.Pushee,	Shop Asst., Rural Engineering,	1200	1400
J.Whiting,	Foreman,Dept. of Floriculture,	1200	1500

CLERKS

E. B. Baldwin,	Clerk,Ext.Service,	660	780
E.F.Bishop,	Bookkeeper,Treas. Office,	924	1020
J.K.Broadfoot,	Cashier,Treas.Office	1300	1600
Ruth Brooks,	Clerk,Treas.Office	720	780
Cassie Clark,	Clerk,Ext.Service,	660	780
L.Clark,	Assistant Library,	850	850
Ruth Clow,	Clerk,President's Office,	780	900
L.V.Chapman,	Library Assistant,	858	960
L.G.Church,	First Clerk,Exp. Station	990	1140
L.M.Damon,	Cataloguer,Library	1060	1140
V.Damon,	Stenographer,Ext. Service	600	720
Emily Davidson,	Telephone Operator, Div.of Agriculture,	540	660
L.J.Delano,	Library Assistant,	850	850
M.F.Dondale,	Clerk, Graduate School,	858	960
N.Duval,	Clerk,Operating & Maintenance,	660	780
F.E.Felton,	Clerk,Exp.Station	924	1020
L.M.Fisher,	Clerk,Dept.ofChemistry	858	900
G.E.Gallond,	Clerk,Dept.ofDairying	924	1020
M.T.Gaskell,	Stenographer,Office of the Registrar	792	840
L.M.Gelinas,	Clerk,President's Office	924	1020
Mrs.Gilmore,	Clerk,Poultry Dept.	840	960
C.B.Grover,	Clerk,Ext.Service	924	1020
K.Gardner,	Clerk,Ext.Service	720	780
L.S.Hadfield,	Clerk,Ext.Service	858	960
L.M.Hager,	Clerk,Dept.of Agr'l Economics,	825	900
Amy Hamilton,	Stenographer,Div.of RurlSoc.Science	600	720
M.G.Hanifin,	Clerk,Div.of Agriculture	726	840
M.E.Horton,	Clerk,Dept.of Rural Sociology	924	960

CLERKS cont'd.

Name:	Position or Department:	Present Salary:	Salary to take effect Oct.1,1918:
A. M. Howard,	First Clerk,Exp.Sta.	990	1080
E.L.Kennedy,	Clerk,Ext.Service	726	840
E.Kiley,	Clerk,Dept.ofEntomology	720	780
C.A.Martin,	Clerk,Treasurer's Office	720	780
I.A.Martin,	Stenographer, Treasurer's Office,	792	900
R.L.Mellor,	Clerk,Exp.Station,	858	960
G.I.Miner,	Clerk,Ext.Service,	726	840
B.E.O'Donnell,	Clerk,Dept.ofEntomology,	924	1020
H.Parker,	Stenographer,Dean'sOffice	600	720
H.E.Phillips,	Clerk, Ext.Service,	720	780
F.Powers,	Stenographer,Dept.of Dairying	660	780
E.Robinson,	Clerk,President'sOffice,	600	720
R.Sanborn,	Clerk,Dept.of Poultry Husbandry,Exp.Sta.	720	780
Mrs.M.I.Shores,	Clerk,Dean's Office,	924	960
Miss E.Strachan,	Clerk, Treasurer'sOffice	792	900
E.Streeter,	Clerk,Div.of Horticulture,	726	840
M.Sullivan,	Stenographer,Div.of Agr're	720	780
C.Swift,	" Ext.Service	600	720
D.Tower,	" Dept.of Poultry Husbandry	660	780
O.M.Turner,	Clerk,Registrar's Office,	858	960
E.L.Welch,	Clerk,Dept.of Botany,	924	960

The President submitted the following detailed budget for current expenses for 1919. The budget was agreed to with the exception of the item proposed for the support of the Extension Service.

LEGISLATIVE BUDGET, DEC. 1, 1918 to NOV. 30,1919.

	Proposed 1919:
1. Administration,	40,000
2. General Service, O & M., Grounds Infirmary	76,000
3. Maintenance of Teaching, Departments including Market Garden Station,	145,000.
4. Instruction,	118,000
5. Short Courses,	15,000
6. Investigation,	63,000
7. Extension Service,	116,656
8. Replacements: Repairs & replacement of Equipment,	15,000
9. Improvements and New Equipment,	10,000
	598,656
10.Reserve - 3% of above,	17,959
TOTAL	616,615

		Proposed 1919:
11. Miscellaneous:	Trustee Travel,	900
	Report,	3000
	Feed Law,	6000

It was
VOTED: To elect Mr. Ralph W. Redman to the position of Assistant Director of the Extension Service with a salary of $3300., the appointment to take effect as soon as arrangements can be completed.

It was
VOTED: That the question of including in the estimates for 1919 an item for salary increases to be determined during 1919, be referred to the Finance Committee.

It was
VOTED: To rescind the vote of the Trustees of January 4, 1918 relative to a ten per cent bonus in the clerk's salaries, the same to become effect on such date as the new salaries shall be established.

It was
VOTED: To leave to the Acting Director and the Committee on Experiment Station with power the question of undertaking investigations in the use of bacteria in peat.

It was
VOTED: To authorize the President and Mr. Ellis to consult with Mr. Endicott of the Public Safety Committee relative to the advisability of the College requesting the incoming Legislature for an appropriation for extension work to take the place of the allowance of $24,000 made by the Public Safety Committee for extension work in 1918.

On motion of Mr. Bowditch, it was
VOTED: That after the conference of the President and Mr. Ellis with Mr. Endicott there be referred to the Extension Service Committee with power the question of the amount of the appropriation to be asked by the College for Extension Service work in 1919.

Meeting adjourned.

Secretary Pro Tem.

ANNUAL MEETING

State House, Boston, Mass., January 3, 1919.

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The meeting was called to order at 9:45 by Vice-President Charles A. Gleason.

PRESENT: Messrs. Gleason, Bacon, Bowditch, Dewey, Ellis, Gannon, Gerrett, Howe, Mortimer, Pollard, Preston, Richardson, William Wheeler, Wilfrid Wheeler and Acting President Lewis. Treasurer Kenney was also present.

The Secretary read the call for the meeting.

It was

VOTED: To approve without reading, the minutes of the Trustee Meeting of October 2, 1918.

VOTED: That the Governor be notified that the Trustees are in annual session.

The Chair delegated Mr. Ellis and Mr. Mortimer to so notify the Governor.

On motion of Mr. Bowditch, it was

VOTED: That the Chair appoint a committee of three to submit nominations for officers and standing committees for the ensuing year.

The Chair appointed Mr. William Wheeler, Mr. Bowditch and Mr. Preston as the Nominating Committee.

The Acting President presented the annual report of the President of the college for the year ended November 30, 1918, and read certain parts thereof.

On motion of Mr. Bowditch, it was

VOTED:

That in appreciation of the service rendered in the great war by the students and alumni of the college, the Committee on Buildings and Grounds be requested to consider the question of a suitable memorial to commemorate this service.

On motion of Mr. Howe, it was

VOTED: To approve the report of the President as presented for the year ended November 30, 1918, and to adopt the same as the report of the Trustees.

The Treasurer presented the financial report for the year ended November 30, 1918, and also the report of the Auditor.

On motion of Mr. William Wheeler, it was

VOTED: That the reports of the Treasurer and Auditor as presented for the year ended November 30, 1918, be approved and accepted.

From 11:25 to 11:40 A.M. Governor Coolidge attended the meeting and discussed with the Trustees their request for an appropriation of $150,000. for a Women's building.

On recommendation of the Farm Committee, it was

VOTED: To ratify the appointment of Enos J. Montague as Farm Superintendent at a salary of $1500. per year and house rent, same to take effect on December 15, 1918.

VOTED: To establish the charge for interdepartment service of teams at the rate of $3.00 per day of nine hours for men, and of $1.50 per day for horses.

On recommendation of the Committee on Experiment Department, it was

VOTED: That A. S. Ball be transferred from the janitor list and be appointed Assistant in the Department of Botany in the Experiment Station, and that from date of December 1, 1918, his salary be at the rate of $960. per year, $440. of which will be paid from Experiment Station funds and the remainder from the maintenance funds of the Department of Botany.

VOTED: That the salary of Miss E. S. Mixer, Assistant Chemist in the Experiment Station, be increased from $960. to $1080. per year from date of January 1, 1919.

VOTED: To reinstate John B. Smith, now absent on military service, as Assistant Chemist in the Experiment Station, at a salary of $1400. per year, same to take effect on his arrival.

VOTED: That the Experiment Station be authorized to encourage the poultrymen of the state to endeavor to secure the passage of a law providing state aid for the suppression of white

diarrhea in chicks.

VOTED: That the study of the utilization of peat for improvement of soils be undertaken by the co-operation of the departments of Agriculture, Microbiology and Plant and Animal Chemistry; provided that approved projects now in progress are not to be superseded by this new project, and that the aim of the project is to be directed toward the development of methods which will be possible for the farmer and market gardener to follow.

There was discussed the attitude which the Trustees should take toward the transfer of the fertilizer and feed control work from the Experiment Station to the State Department of Agriculture, and it was

VOTED: That the Trustees of the Massachusetts Agricultural College do not oppose the turning over to the State Department of Agriculture the executive or administrative features of the act to regulate the sale of commercial fertilizers, being chapter 388 of the acts of 1911 and chapter 220 of the acts of 1918, and the act to regulate the sale of commercial feed stuffs being chapter 527 of the acts of 1912. The executive portion of said laws refers particularly to the registration of brands, the collection of analysis fees, the collection of samples, and the prosecution of violators of the acts. The Trustees, however, believe that it is for the best interests of all concerned that the chemical analyses required by said laws and the publication of the results of the inspection be carried out as heretofore under the supervision of the Director of the Massachusetts Agricultural Experiment Station.

Miss Edna L. Skinner, Head of the Department of Home Economics, appeared and made a brief statement of the purpose of the proposed work in Home Economics, the need of a building for developing Women's work at the college, and the plans for the proposed building.

At 1:15 P.M. it was

VOTED: To adjourn to the Boston City Club for luncheon and for the continuation of business.

The Committee on Nominations presented their report and in accordancetherewith, the following officers and standing committees of the corporation for the ensuing year were elected:

OFFICERS OF THE CORPORATION.

His Excellency Gov. Calvin Coolidge, of Northampton, Pres.
Charles A. Gleason of New Braintree, Vice-President.
Ralph J. Watts of Amherst, Secretary.
Charles A. Gleason of New Braintree, Auditor.

STANDING COMMITTEES OF THE CORPORATION

Committee on Finance.

Charles A. Gleason, Chairman.
George H. Ellis
Nathaniel I. Bowditch
Arthur G. Pollard
Carlton D. Richardson
Edmund Mortimer

Committee on Course of Study and Faculty.

William Wheeler, Chairman.
Elmer D. Howe,
James F. Bacon
Payson Smith
Davis R. Dewey
John F. Gannon

Committee on Farm

Nathaniel I. Bowditch, Chairman
Frank Gerrett
George H. Ellis
Edmund Mortimer
Carlton D. Richardson

Committee on Horticulture.

Harold L. Frost, Chairman.
Charles A. Gleason
Elmer D. Howe
Wilfrid Wheeler
Edmund Mortimer

Committee on Experiment Department

Charles H. Preston, Chairman
Wilfrid Wheeler
Arthur G. Pollard
Harold L. Frost.
Edmund Mortimer.

Committee on Buildings and Arrangement of Grounds

Frank Gerrett, Chairman
William Wheeler
Charles H. Preston
George H. Ellis
James F. Bacon

Committee on Extension Service

Elmer D. Howe, Chairman
George H. Ellis
Harold L. Frost
Davis R. Dewey
Nathaniel I. Bowditch
John F. Gannon

Committee on Legislation.

Charles A. Gleason, Chairman
George H. Ellis
William Wheeler
Carlton D. Richardson
Edmund Mortimer.

On motion of Mr. Gerrett, it was

VOTED: That Mr. Charles A. Gleason be paid $150. per year as Auditor of the Corporation.

On recommendation of the Committee on Buildings and Arrangement of Grounds, it was

VOTED: That the plans for the proposed women's building be developed primarily on the basis of a dormitory which will accommodate approximately one hundred students, and which will provide such classrooms and laboratories for domestic science as the contemplated appropriation of $150,000. will permit.

VOTED: That the proposed women's building be located north of the East Experiment Station and east of the county road.

VOTED: To authorize the final payment on the bill covering the ventilating system in Bowker Auditorium.

On recommendation of the Committee on Extension Service it was

VOTED: To accept the resignation of William F. Turner, Extension Assistant Professor of Animal Husbandry, to take effect March 1, 1919.

VOTED: To appoint John D. Willard as Extension Professor of Agricultural Economics at a salary of $3000. per year for five days' service per week, same to take effect February 1, 1919.

VOTED: To reinstate Austin D. Kilham, now absent on military service, as Extension Assistant Professor of Pomology, at a salary of $2200. per year, same to take effect on his arrival.

VOTED: To reinstate Wesley H. Bronson, now absent on military service, as Farm Help Specialist in the Extension Service at a salary of $2500. per year, the same to take effect on his arrival.

VOTED: That there be paid to Victor A. Rice, Extension Instructor in Charge of Pig Club Work, extra salary at the rate of $300. per year from Extension Service funds from date of January 1, 1919, unless this salary increase is granted by the U.S.D.A.

VOTED: To appoint R. B. Cooley as Extension Assistant Professor of Animal Husbandry at a salary of $2500. per year, same to take effect on the termination of service of William F. Turner.

It was

VOTED: Not to approve the recommendation of the committee on Extension Service that the following salaries, formerly paid by the Public Safety Committee, be paid from Extension Service funds from January 1, 1919 and continuing until the appropriation for Extension Service for the current year is determined:

Earl Jones,	$2400. per year
Daniel J. Lewis,	2000. per year
William F. Howe,	2500. per year
Elsia Cooley	720. per year
Catherine Harrington	720. per year

VOTED: Not to approve the recommendation of the Committee on Extension Service that the following salary, formerly paid by the Public Safety Committee, be paid from Extension Service funds from January 1, 1919, and continuing until the appropriation for Extension Service for the current year is determined:

H. R. Francis, $2500. per year.

VOTED: Not to approve the recommendation of the Committee on Extension Service that the following expenses, formerly paid by the Public Safety Committee, be paid from Extension Service funds from January 1, 1919 and continuing until the appropriation for Extension Service for the current year is determined:

Maintenance of Boston headquarters for home demonstration work, $2275. per year.

It was

VOTED: That the employment of Earl Jones, Danield J. Lewis, William F. Howe, Elsie Cooley and Catherine Harrington and also the maintenance of the Boston headquarters for home demonstration work be terminated January 31, 1919.

VOTED: To ratify the appointment of the following Extension Service workers:

Stella A. Belcher, Assistant State Leader of Home Economics, salary of $1500. paid by the U.S.D.A.

William L. Doran, Pathologist, salary of $1650. paid by U.S.D.A.

Laura Gifford, Assistant State Leader of Home Economics, salary, $1908.; $1728. paid by the U.S.D.A., $180. paid by Extension Service.

H. R. Haslett, Specialist in Sheep Husbandry, salary, $1680.; $1380. paid by U.S.D.A., $300. paid by Extension Service.

Quincy S. Lowry, Entomologist, salary of $1500. paid by U.S.D.A.

It was

VOTED: To rescind the foregoing vote terminating the employment of certain Extension Service workers, and the maintenance of the Boston headquarters for home demonstration work on January 31, 1919.

On motion of Mr. Bacon, it was

VOTED: That the question of the Extension Service budget be referred to the Committee on Extension Service for consideration and report to the Trustees and that until further action by the Trustees has been taken relative to the budget, the above mentioned Extension Service employees be continued on the salary list.

On motion of Mr. Dewey, it was

VOTED: That when the Trustees adjourn on this day, they adjourn to meet at the Boston City Club, Tuesday, January 7, 1919, at 10:30 A.M.

On motion of Mr. Ellis, it was

VOTED: That a special committee consisting of the Acting President, Mr. Gleason and Mr. Gerrett serving as a special committee, represent the Trustees in approving out of state travel.

The meeting adjourned at 3:50 P.M.

Ralph J. Watts,

Secretary.

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES.

(Adjourned from 1/3/19)

City Club, Boston, Mass., January 7, 1919.

The meeting was called to order at 10:40 a.m. by the Secretary. In the absence of the Vice-President, Mr. William Wheeler was elected Chairman until the arrival of Mr. Gleason.

PRESENT: Messrs. Gleason, Bacon, Bowditch, Dewey, Ellis, Gannon, Gerrett, Howe, Pollard, Richardson, William Wheeler and Acting President Lewis. Treasurer Kenney was also present.

The Treasurer presented the proposed budget and appo-ortionments for the current fiscal year and on recommendation of the Committee on Finance, it was

VOTED: To approve the apportionments as presented for the fiscal year beginning December 1, 1918 for the College, Experiment Station, Short Courses and Market Garden Field Station.

VOTED: To employ an additional bookkeeper in the Treasurer's office at a salary of $840. per year.

VOTED: That the following salary allowances be paid from the income from the Endowment Fund:

Kenyon L. Butterfield, rate of $1500 per year during absence in France.
W. P. B. Lockwood, rate of $1500. per year from December 1, 1918 to August 31, 1919.
J. K. Shaw, rate of $2250. per year from December 1, 1918 to February 28, 1919.

VOTED: To approve the following budget for special legislative appropriations in 1919:

Women's building and equipment	$150,000.
Improvements and new equipment	35,000.
Construction and other improvements at Market Garden Field Station .	15,000.
	$200,000.

Mr. H. F. Tompson appeared before the Trustees and discussed the desirability of continuing the Extension Work in Home Gardens. Mr. George L. Farley discussed the need of continuing the employment of an Assistant State Supervisor of Junior Extension Work. Director Hurd discussed various aspects of the Extension Service budget.

On motion of Mr. Bowditch, it was

VOTED: That the Trustees resume executive session for the consideration of the Extension Service budget for the current year.

After discussion and on motion of Mr. Ellis, it was

VOTED: To approve the budget and apportionment for the Extension Service work for the current fiscal year, the total to be requested from the state to be $78000.

(The revised apportionment is attached.)

It was

VOTED: To place the following persons on the Extension Service staff from January 1, 1919 at the salaries specified:

Earl Jones	$2400.
Daniel J. Lewis	2000.
Service to terminate June 30,1919.	
William F. Howe	2500.
(From U.S.D.A. and Federal)	
(Smith-Lever Funds.)	
H. R. Francis	2500.
Elsie Cooley	720.
Catherine Harrington	720.

VOTED: To continue the expense on Extension Funds of the Boston office for headquarters for Home Demonstration work, the estimated expense being $2275. per year.

On motion of Mr. Bowditch, it was

VOTED: To approve the following resignations, new appointments, leaves of absence, salary increases and transfers;

RESIGNATIONS.

E. Farnham Damon	Ext. Asso. Prof. of Agr'l Economics Nov. 24, 1918, date of effect.
Ella Baldwin	Clerk in Extension Service. Nov. 4, 1918, date of effect.

NEW APPOINTMENTS.

Marion D. Warner	1st. Clerk, Div. of Agriculture Salary $858. ($900. from Dec.1,1918) Sept. 29, 1918, date of effect.
Margaret Hamlin	Supervisor of Agricultural Courses for Women; Salary $1800. December 1, 1918, date of effect.
Aline B. Surprenant,	Clerk in Extension Service Salary $780. Nov.11,1918, date of effect.

Charlotte Erickson — Clerk in Dean's Office
Salary $900.
Dec. 23, 1918, date of effect.

Edna L. Skinner — Prof. of Home Economics and temporary adviser of women.
Salary $3000.
Dec. 30, 1918.

LEAVES OF ABSENCE -FOR WAR SERVICE.

Curry S. Hicks, — Professor of Physical Education and Hygiene
Sept. 16, 1918, date of effect.

Austin D. Kilham — Extension Asst. Professor of Pomology
Oct. 13, 1918, date of effect.

INCREASE IN SALARY.

Lois Clark — Library Assistant, $850. to $900
December 1, 1918, date of effect.

L. J. Delano, — Library Assistant, $850. to $900.
December 1, 1918, date of effect.

TRANSFER

Hazel Parker — Clerk, Dean's Office to
Clerk, Treasurer's Office
Jan. 1, 1919, date of effect.

It was

VOTED: To reinstate William L. Machmer as Assistant Professor of Mathematics at a salary of $2500. per year, to take effect January 1, 1919.

VOTED: To reinstate Curry S. Hicks, now absent on military service, as Professor of Physical Education and Hygiene, at a salary of $3000. per year, to take effect January 7, 1919.

VOTED: To reinstate Harry D. Drain, formerly absent on military service as Instructor in Dairying at a salary of $1800. per year, to take effect on his arrival.

On recommendation of the Committee on Extension Service,

It was

VOTED: To accept the resignation of Austin D. Kilham, Extension Assistant Professor of Pomology, same to take effect December 31, 1918.

VOTED: To reinstate Ralph A. Van Meter, now absent on military service, as Extension Specialist in Pomology, at a salary of $2000. per year, same to take effect on his arrival.

On recommendation of the Acting President, it was

VOTED: That during the absence of President Butterfield, the title of Charles H. Patterson be "Acting Dean."

VOTED: That the title of William L. Machmer be "Associate Professor of Mathematics."

VOTED: That the name of the department of Market Gardening be changed to "Department of Vegetable Gardening."

On motion of Mr. Wheeler, it was

VOTED: That the postponed celebration of the fiftieth anniversary of the opening of the College be held in October, 1920.

On motion of Dr. Dewey, it was

VOTED: That the question of leave of absence for Professor Cance be referred to the Acting President with power.

On motion of Mr. Richardson, it was

VOTED: To appoint B. D. Drain Assistant Professor of Pomology at a salary of $2000. per year, to take effect December 30, 1918.

It was

VOTED: That Mr. Gleason, the Acting President and the Treasurer be authorized to present to the Governor and Council the request for certain salary increases voted by the Trustees on January 3 and January 7 1919.

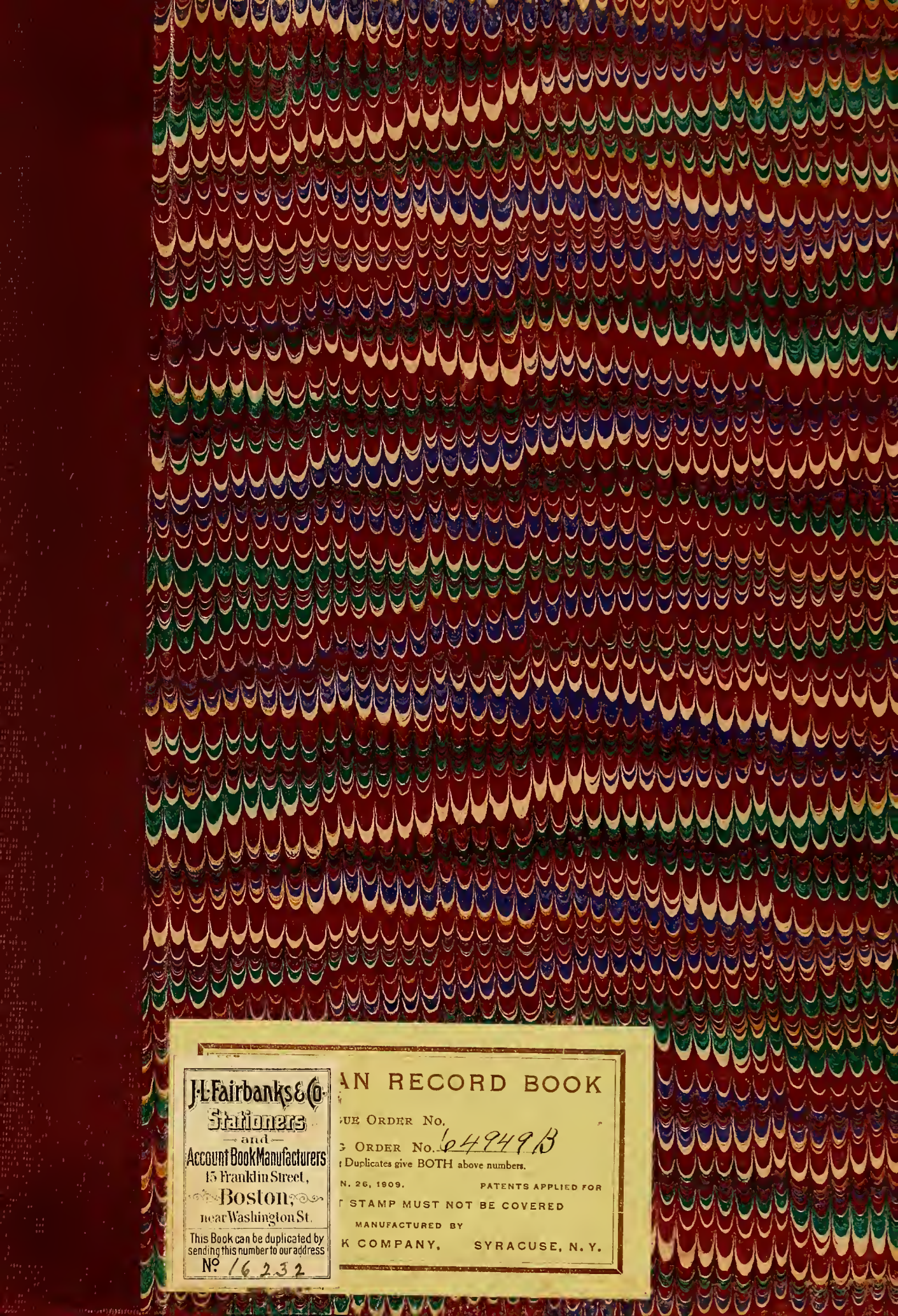
On motion of Mr. Howe, it was

VOTED: That the travel of Professor Harold E. Robbins as Manager of Non Athletic activities be paid by the College and that the question of extra compensation for this service be left until President Butterfield's return.

The Acting President and the Treasurer presented the case of the 1919 Index Board which desires to borrow funds from the college to assist the class in its financial difficulties. It was the opinion of the Trustees that the college should not use its funds to assist in this class affair.

The meeting adjourned at 2:20 p.m.

Ralph J. Watts,
Secretary.



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